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| **JOB TITLE** | Lecturer | INCUMBENT |  |
| **DEPARTMENT** | Journalism (practise based posts) | **REPORTING STRUCTURE** | Head of Department |
| **FACULTY: HUMANITIES** | | | |
| **JOB TYPE (ACADEMIC/SUPPORT)** | Academic | **CONTRACT/PERMANENT** | Permanent |
| **POSITION CODE** | 10000763 | **OFO CODE** |  |
| **PERMANENT OR CONTRACT (IF CONTRACT – LENGTH OF CONTRACT)** | Permanent | **FULL-TIME OR PART-TIME (IF PART-TIME HOW MANY HOURS PER DAY)** | Full-time |
| **COUNCIL FUNDED POST OR OUTSIDE FUNDED** | Council funded | **DATE APPROVED** | 14 February 2017 |

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| ***MAIN JOB OBJECTIVE/S*** |
| All academics are responsible for the dissemination of knowledge (teaching and learning), creation of knowledge (research) and community engagement, recognising that there are differences in the execution of these responsibilities within the various departments and Faculties. Academics are also expected to assume some administrative, management and/or leadership duties at the departmental, Faculty and/or University level. |

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| ***CONSIDERATIONS*** | | | | | |
| *It is acknowledged that not all applicants will have had working experience in a Higher Education institution and that not all applicants will have had similar opportunities to teach, supervise postgraduate students and undertake research. Applicant’s background and opportunities to demonstrate their merit will be taken into consideration by selection committees.*  *It is also acknowledged that academics follow different trajectories in their careers. In considering academics for employment, the totality of what an applicant can contribute to Rhodes will be assessed bearing in mind minimum requirements for**certain levels of posts as shown on the next page. Each post level has a number of options/categories listed next to each which reflect the possible intersection of the requirements of the post related to teaching and learning, research, community engagement, professional involvement and leadership, administration and management. Applicants are required to meet the criteria for one of these categories for the relevant post level.* | | | | | |
| **Post level** | **Teaching and learning** | **Research** | **Community Engagement** | **Leadership, Administration and Management** | **Professional Involvement** |
| *Lecturer* | Ability to meet the requirements for satisfactory in both | | Satisfactory in leadership, administration and management | | |
| Emphasis on the ability to fulfil the teaching and learning responsibilities with an ability and commitment to research. | | | | |

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| ***DESCRIPTION OF KEY ROLES and RESPONSIBILITIES and STANDARDS EXPECTED*** |
| Teaching and Learning including:   1. Engaging in curriculum development 2. Facilitation of learning 3. Assessment of learning 4. Evaluation of teaching 5. Support of students in their studies 6. Supervision of post-graduate students (where the person has the appropriate qualification to do this) 7. Assume leadership responsibilities as they related to teaching and learning |
| **Satisfactory:**  For appointment  Clear and accessible teaching, acknowledges diversity and produces evidence of dealing with it effectively. Disciplinary knowledge appropriate to the level of qualification and experience achieved.  Some awareness of need to guide students into understanding how knowledge is constructed in the discipline.  Satisfactory teaching practice.  Limited or no evidence of successful supervision of research projects or professional/clinical practice.  Plus if already been in an academic role  In addition to the above, attempts to introduce students to productive learning practices.  Some awareness of need to guide students into understanding how knowledge is constructed in the discipline.  Satisfactory teaching practice described by these criteria demonstrated across a limited range of undergraduate and postgraduate levels of study.  Limited evidence of successful supervision of research projects orprofessional/clinical practice.  Use of course design principles, regular review of courses to ensure that they are relevant and up to date.  Alignment between purpose, outcomes, teaching and learning activities. Assessment methods and criteria, using assessment to guide and not only measure student learning. Assessment criteria are provided and assessment takes place against these.  If not occupied academic post previously, then once on the job  In addition to the above, attempts to introduce students to productive learning practices.  Some awareness of need to guide students into understanding how knowledge is constructed in the discipline.  Satisfactory teaching practice described by these criteria demonstrated across a limited range of undergraduate and postgraduate levels of study.  Limited evidence of successful supervision of research projects or professional/clinical practice.  Use of course design principles, regular review of courses to ensure that they are relevant and up to date.  Alignment between purpose, outcomes, teaching and learning activities.  Assessment methods and criteria, using assessment to guide and not only measure student learning. Assessment criteria are provided and assessment takes place against these. |
| Research and creative endeavours including:  *This relates to those academics whose primary output is in the production of media (including print, broadcast and new media).*  *Note: When applying for a post based on media production as the primary research output, the media products should be compiled into a portfolio of work with a brief narrative overview.*   1. Undertaking independent research and publishing research. 2. Participating in national and/or international fora to share research results. 3. Identifying and accessing funding sources to support own and where feasible, student research. 4. Assumes leadership responsibilities as they relate to research. |
| **Satisfactory** On appointment  Evidence of ongoing involvement in research which may have been for the Masters or PhD, plus a steady output of good quality in reputable media contexts, producing creative work and the extent and impact of these works is developing.  Creative work may be towards a postgraduate degree.  Plus, if already worked as an academic  Some success in initiating, managing and supervising postgraduate students, possibly as a co-supervisor. Preferably one Master’s student graduated in the last 5 years.  Able to provide limited evidence of local and preferably national recognition.  If not worked as academic, then once on the job  Some success in initiating, managing and supervising postgraduate students, possibly as a co-supervisor. Preferably one Master’s student graduated in the last 5 years.  Able to provide limited evidence of local and preferably national recognition. |
| Community Engagement including:  This may be associated with teaching and learning through credit bearing service learning (SL) courses or non-credit bearing community engaged learning activities, or associated with research through engaged research. (see <http://www.ru.ac.za/communityengagement/>) |
| **Satisfactory** For appointment  For someone who has no prior academic work experience, no CE expected but some involvement as a student would be preferable.  For those who have worked as academics, the standard below is expected.  Once on the job  Participates in a Service learning (SL) course run by the Department and involved in the SL initiative for at least six months and/or supervising at least one post-graduate student who is utilizing engaged research models e.g. social learning groups, knowledge generated has been appropriately disseminated at the various levels (student or academic), and/or participates in a CEL initiative run by the department and is disciplined based, involved in the CEL initiative for at least six months. |
| Administrative and/or leadership responsibilities may include:   1. Assuming administrative and/or leadership duties in the department such as course co-ordinator; co-ordination of particular programmes e.g. PhD, Masters programmes; co-ordination of particular research projects; tutor selection and co-ordination. 2. Serving on departmental, faculty and/or University committees. |
| Satisfactory  For appointment  For appointment to lecturer with no prior work experience, involvement in student life must demonstrate an ability to administer and manage.  For those with work experience, the standard below applies.  Once in the job  Assumes administrative responsibilities in the department, Faculty and/or University.  Has competently fulfilled a management role in department and/or faculty and served on University committees.  Some contribution to leadership and transformation in the department, faculty and/or University. |
| ***Professional Involvement***  In addition, it is understood that the academic will contribute to the discipline and profession through: -   1. Being of service to other universities e.g. external examining, assisting with curriculum reviews, organising of conferences, collaborations on inter-university projects. 2. Being of service to professional bodies e.g. servicing on national bodies, journal servicing (being editor or referee) 3. Being of service to other stakeholders such as government or NGOs e.g. servicing on advisory bodies, contributing to policy formulation and review. |
| **Satisfactory**  For appointment  No professional involvement is expected for junior lecturers and lecturers.  For those who are seeking appointment to higher levels, the standard below is the minimum expected.  Once in the job  Some contribution to other universities, professional bodies and/or other stakeholder bodies. |

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| ***JOB REQUIREMENTS*** | |
| EDUCATIONAL QUALIFICATIONS AND EXPERIENCE | |
| **Lecturer** | |
| At least a Masters’ degree in a field related to digital journalism and media studies preferably with progress being made towards a PhD. | |
| Tutoring or facilitation experience required. Prior teaching experience at tertiary level is an advantage. | |
| Sufficient disciplinary knowledge to be able to teach in the following areas: social media, various digital technologies, ‘big’ data, data visualisation, content management systems, website design, and mobile app development. | |
| In order to teach effectively, experience in working with: social media, various digital technologies, ‘big’ data, data visualisation, content management systems, website design, and mobile app development. | |
| Experience in the utilisation of digital media skills and platforms (for example, data visualisation, website design) will be an added advantage. | |
| Evidence of being research minded. Strong evidence of critical engagement with, and reflection on relevant issues in the field of digital journalism and media studies. If no academic research profile, a commitment to developing one. | |
| Track record of administration, management and/or leadership roles (leadership roles may be informal). | |
| COMPETENCIES | |
| The job specific competencies are embedded within the key responsibility areas and the standards listed above. Relative to the post level (e.g. Senior Lecturer) and the nature of the application (e.g. Very good for Teaching and Learning, satisfactory for research, Good in CE and satisfactory in leadership, admin and management). Candidates must be able to demonstrate evidence of meeting the standards required. | |
| COMPETENCIES SPECIFIC TO THIS POST | |
| Delete that which is not applicable:   * Teach in a clear and accessible way using hands-on demonstrations of techniques * To use a broad range of teaching and learning strategies * Be sensitive to diversity of learners and the need to accommodate this in teaching and learning * Design courses and assess students * Teach at undergraduate level in the short-term and post-graduate in the longer-term * An ability to supervise Honours long papers with the aim of later supervising Masters theses. * If no past proven academic supervision experience, willingness to develop one * Ability to develop a positive rapport and promote an affirming relationship with students * Willingness to be involved in School digital media-related projects including Grocotts online, Cue and Highway Africa. * Candidates should have competency in data manipulation excel spreadsheets and pivot tables, including graphic packages; some knowledge HTML 5 and CSS; some knowledge of mobile app development; a working knowledge of mobile phone journalism; extensive experience in using social media in journalism. | |
| PERSONAL ATTRIBUTES | |
| * Commitment to collegiality * Commitment to transformation and a valuing of diversity * Respect for others and behaving in a way that respects the dignity of others * Honest and ethical * Evidence of being a reflexive practitioner with openness to change * Professional capacity to collaborate in teams because of approach to teaching * Excellent interpersonal and communication skills * Ability to work independently * Appreciation of the role of support staff | |
| RemChannel Code | 1079 |
| Note: Any changes made to the job profile (other than the name of the incumbent, the position code and OFO code) must be approved by the Dean and Director: HR or the Deputy Director: HR. | |

**Last updated: 14 February 2017**

**Signed off by the Dean: 14 February 2017**