



## OFFICE OF THE CHIEF OPERATING OFFICER

(+27) 53 491 0117

[coo@spu.ac.za](mailto:coo@spu.ac.za)

Private Bag X5008  
North Campus  
Chapel Street  
Kimberley  
8300

Friday, 08 November 2024

### Lecturer P8: Afrikaans (Re-advertisement)

Posted 20 September 2024 - Closing Date 04 October 2024

Sol Plaatje University

Kimberley, Northern Cape

Permanent

#### Job Details

Division  
Faculty of Humanities

Business Unit  
Languages and Communication

Minimum experience  
Not Applicable

Company primary industry  
Higher Education

Job functional area  
Education

#### Job Description

##### Purpose

Deliver teaching and learning of the relevant subjects in the Department and conduct research in a relevant field of speciality. Participate in academic administration and subject management, undertake curriculum and programme development, Supervise and mentor students. Undertake community engagement activities related to teaching and research in the discipline.

##### Minimum requirements

- NQF level 9 Master's degree in Afrikaans (Language/Linguistics or Literature).
- At least two years of teaching or industry experience
- Honours degree supervision.
- Demonstrate evidence in the form of publications in DHET-accredited journals and /or peer-reviewed article/s in a scholarly journal ~~(not mandatory)~~.
- A relevant PhD/Doctorate will be an added advantage



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- Evidence of active participation in workshops/forums in higher education as well as community engagement activities
- Evidence of active participation in professional, industry and/or community activities
- Evidence of competence in the administration of a course/subject at departmental level

### Recommendations

- A PhD in Afrikaans (Language/Linguistics or Literature) or show evidence of registration for a doctorate/PhD. Preferably a candidate with experience in online/blended teaching.
- Experience in programme and curriculum development/review.
- Good interpersonal skills, communication and computer skills, good organisational and planning skills.
- Hold an NRF rating OR demonstrate potential for obtaining and NRF rating within the next five 5 years.

### Duties and responsibilities

- Expected to teach undergraduate and postgraduate modules.
- Teaching of relevant subject content
- Compile work schemes in collaboration with colleagues
- Research and utilize new and emerging approaches and technology in teaching
- The professional preparation of teaching media
- The professional preparation of notes to supplement or substitute prescribed textbooks
- Research and selection of suitable reference material to supplement textbooks
- The facilitation of an effective teaching situation in which the learning experience can take place successfully
- The upgrading of course content and/or development of new courses and/or modules in order to keep up with the latest requirements of the discipline
- Student and peer evaluations of teaching performance
- Apply appropriate assessment methods
- External examining and invitations to teach externally
- Act as a study leader
- Conduct appropriate research
- Publish research results
- Keep abreast of professional literature
- Contribute to community engagement initiatives
- Integrate community engagement interventions into curriculum
- Report on own involvement in professional, industry and/or community activities
- Contributes to curriculum development
- Participate in curriculum review to ensure alignment with sector/discipline norms and requirements
- Review assessment methods
- Identify students at risk timeously
- Develop intervention strategies
- Provide counselling to students
- Monitor student progress



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- Make necessary referrals for students, where needed
- Keep attendance registers
- Record student results
- Assist with the registration of students
- Supervise tests and examinations
- Implement policies and procedures applicable to the teaching and learning, community engagement, research, SHE and academic administration functions
- Participate in departmental committees
- Contribute to Quality Assurance through committee meetings and submission of relevant documents.
- Implement appropriate interventions
- Keep abreast of developments within own field of study and its implications for the teaching/ learning situation
- Keep abreast of developments in professional conduct at SPU
- Register as a member of professional bodies to keep abreast of all developments (where appropriate)
- Engage in current professional development activities
- Attend conferences, seminars, and workshops
- Present research study papers at conferences
- Develop relevant reports as and when required
- Communicate and consult with relevant stakeholders

Enquiries can be made via email at [spurecruit@spu.ac.za](mailto:spurecruit@spu.ac.za)

Assumption of duties: As mutually agreed to upon acceptance of the appointment. The University reserves the right not to make an appointment.

This position may be subjected to assessments.

**Women and people with disabilities are encouraged to apply.**

**Note: Sol Plaatje University (SPU) is dedicated to meeting its Employment Equity targets.**