



POSITION DESCRIPTION

The University of Papua New Guinea

DETAILS OF POSITION	POSITION NO.: 081001
SCHOOL/OFFICE: School of Humanities and Social Sciences	CLASSIFICATION: Level U06
DIVISION/STRAND: History, Gender Studies and Philosophy	POSITION TITLE: Professor
BRANCH: History	IMMEDIATE SUPERVISOR CLASSIFICATION & POSITION: Dean, School of Humanities and Social Sciences
SECTION: Professor of History	HIGHEST SUBORDINATE CLASSIFICATION & POSITION:
LOCATION: Waigani	

ROLES AND RESPONSIBILITIES OF POSITION

PURPOSE

The successful candidate is expected to provide academic leadership in all fields of history and teach history at all levels (undergraduate and postgraduate); supervise postgraduate students; write and deliver courses for both internal and external students in distance learning mode.

ACCOUNTABILITIES

A Professor Level academic is expected to make significant contributions to the teaching effort of a discipline, school or organizational unit or an interdisciplinary area. An academic at this level is also expected to play a major role in scholarship, research and/or professional activities on Papua New Guinea and the Pacific fields of history.

MAJOR DUTIES

Teaching Portfolio

- Preparation and delivery of lectures and seminars;
- Providing guidance to junior academics in preparing and delivering lectures and seminars;
- Participation in curriculum and course reviews;
- Development of course materials;
- Teach graduate students and supervision postgraduate students;
- Prepare marking and assessment guidelines

Research Portfolio

- Provide leadership in individual/team and departmental research projects;
- Supervise both junior staff and postgraduate research projects;
- Active participation in national and international conferences and seminars;
- Publish in referred journals and write books, or book chapters of significance to PNG and the Pacific;
- Potential for successfully obtaining research grants and/or paid consultancy;

- Mentoring research post graduate students and junior staff;
- Participation in internal discipline seminar series.

Administration Portfolio

- Engage in school administration and governance activities;
- Participate in university and school administration and governance activities;
- Engage in administration of the Strand and School Committees.

Outreach Portfolio

- Provide unpaid consultancy and advisory services;
- Membership to external professional bodies;
- Represent University to the outside bodies;
- Voluntary education services
- Promote university image;
- Support students' extracurricular activities.

Distance Education Portfolio

- Teach through distance mode;
- Produce and review of course materials;
- Conduct short courses

SELECTION CRITERIA

TRAINING LEVEL OR QUALIFICATIONS

The successful candidate will have a PhD in History preferably majoring in PNG, Oral and Pacific History but not essential and has extensive publication record including at least a minimum two major publications in books.

KNOWLEDGE, SKILLS AND PERSONAL ATTRIBUTES

1. The appointee is expected to teach a range of courses in History;
2. Has the ability to collaborate in multidisciplinary status of the School and the University of Papua New Guinea and other institutions within and outside of Papua New Guinea.;
3. Minimum 10 years' experience in teaching and designing university level courses at the undergraduate level;
4. Publish papers locally and internationally in peer-reviewed journals based on his or her latest theoretical and empirical research projects either individually or in collaboration with colleagues nationally and/or internationally;
5. Be familiar with the practices of academic code of conduct to enhance productivity, transparency and accountability.

HISTORY OF POSITION – (HR DIVISION OFFICE USE ONLY)

UPNG FILE NO.	DATE OF VARIATION	DETAILS