



## POSITION DESCRIPTION

### The University of Papua New Guinea

<b>DETAILS OF POSITION</b>	<b>POSITION NO.:</b> 091027
<b>SCHOOL/OFFICE:</b> School of Humanities and Social Sciences	<b>CLASSIFICATION:</b> Level Lecturer 1
<b>DIVISION/STRAND:</b> Political Science Strand	<b>POSITION TITLE:</b> Lecturer
<b>BRANCH:</b> (insert name here if applicable)	<b>IMMEDIATE SUPERVISOR CLASSIFICATION &amp; POSITION:</b> Strand Leader
<b>SECTION:</b> (insert name here if applicable)	<b>HIGHEST SUBORDINATE CLASSIFICATION &amp; POSITION:</b>
<b>LOCATION:</b> Waigani	

### **ROLES AND RESPONSIBILITIES OF POSITION**

#### **PURPOSE**

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

#### **ACCOUNTABILITIES**

A Lecturer Level academic is expected to make significant contributions to the teaching effort of a discipline, school or organizational unit or an interdisciplinary area.

#### **MAJOR DUTIES**

##### Teaching Portfolio

- Preparation and delivery of lectures and seminars;
- Participation in curriculum and course reviews;
- Development of course materials;
- Teach graduate students and postgraduate students;

##### Research Portfolio

- Ability to supervise of postgraduate research projects is desirable;
- Active participation in national and international conferences and seminars;
- Ability to publish in referred journals and write books or book chapters of significance to PNG is desirable;
- Potential for successfully obtaining research grants and/or paid consultancy;
- Participation in internal discipline seminar series.

##### Administration Portfolio

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

##### Outreach Portfolio

- 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;

**SELECTION CRITERIA**

**TRAINING LEVEL OR QUALIFICATIONS**

The successful candidate will have a a Master's degree equivalent in Political Science.

**KNOWLEDGE, SKILLS AND PERSONAL ATTRIBUTES**

1. Good knowledge of Political Science relevant to PNG and Pacific is desirable.
2. The appointee is expected to teach a range of courses in Political Science including South East Asian Politics, International Relations, Diplomacy, and Security.
3. 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.
4. Teaching Experience in university level courses at the undergraduate level.
5. Published papers locally and internationally is desirable.

**HISTORY OF POSITION – (HR DIVISION OFFICE USE ONLY)**

UPNG FILE NO.	DATE OF VARIATION	DETAILS