

DRAFT RECRUITMENT ADVERTISEMENT

|  |  |  |  |
| --- | --- | --- | --- |
| FACULTY | Education | DEPARTMENT | Primary School Education Department – Foundation Phase |
| CAMPUS | South | GRADE | 9 |
| POSITION | Associate Lecturer: Afrikaans Literacy, Home Language / First Additional Language methodology | REF NUMBER (POST CODE) | Post **4858** |

|  |
| --- |
| (Indicate if the position is to be advertised internally only (NMMU Staff portal)/ externally (NMMU staff portal & printed media as selected below) |
| **INTERNAL****(mark adjacent block with X)** |  | **EXTERNAL****(mark adjacent block with X)** | **X** |
| (Indicate if the position is permanent OR contract (if contract, specify the relevant contract period) |
| **PERMANENT****(mark adjacent block with X)** | **X** | **CONTRACT PERIOD** **(indicate period)** |  |
| (Indicate if the position is full-time OR part-time. NCWAs are not included in this template – please contact your HRC for the relevant form.) |
| **FULL-TIME** | **X** | **PART-TIME (5/8)** |  |
| Media to be used for advertising (mark ONE adjacent block with an X) |
| **EP HERALD** |  | **GEORGE HERALD**  |  |
| **SUNDAY TIMES** | **X** | **MAIL & GUARDIAN** | **X** |
| **OTHER** (specify eg electronic newsletter) |  |
| **Disclaimer:***In accordance with the HR Recruitment Policy, HR will only pay for full advertisements for post levels (P)1-5 (and P6 on motivation), and place one-liner advertisements in the EP Herald (post levels 9 – 18) and the Sunday Times Careers (Post levels 1 – 8), informing individuals that full advertisements are available on the NMMU website.**Should faculties/directorates wish to place full ads in the above-mentioned or other media for, it will be for their own account\* (****except*** *for positions on P1-5). In such cases, secretaries need to obtain order numbers and forward these to both HR Consultants and the Branding Section for record purposes.* *NCWA’s – Deans/Directors to directly liaise with Branding Section (HR Consultants only to place ads on the web)* |
| **ONE LINER****(mark adjacent block with X)** |  | **FULL ADVERT****(mark adjacent block with X)** | **X** |
| Indicate if the position is to be paid by (1) Human Resources or (2) a combination\* of HR & the recruiting department (applicable where full adverts are requested for P5-18 (the difference of the full advertisement will be for the recruiting department’s cost) or where additional media is requested eg placement in the Herald & Sunday Times.) Payment must be made using the Post Code as a reference number; proof of transfer/ payment and the relevant cost centre must be provided to HR. |
| 1. **HUMAN RESOURCES – full costs**

**(mark adjacent block with X)** | X |
| 1. **COMBINATION – partial costs**

**(mark adjacent block with X)** |  | **COST CENTRE** |  |

|  |
| --- |
| CORE PURPOSE OF JOB |
| To teach Afrikaans Literacy, Home Language / First Additional Language methodology at undergraduate level. To contribute to Faculty administration as required.  |

|  |
| --- |
| KEY PERFORMANCE AREAS |
| * Facilitate the learning processes in the Faculty
* Conduct, publish and promote research
* Participate in academic engagement
* Participate in faculty administration
 |
| **CORE COMPETENCIES**  |
| * Facilitation of learning
* Facilitation of teaching students how to teach Afrikaans Literacy, Home Language / First Additional Language methodology in Foundation Phase programme.
* A sound knowledge of strategies for assessing learning in Afrikaans Literacy, Home Language / First Additional Language methodology
* Ability to adapt Afrikaans Literacy, Home Language / First Additional Language methodology teaching to the diversity of interests and aptitudes of students
* Ability to develop teaching materials in Afrikaans Literacy, Home Language /First Additional Language methodology
 |
| REQUIREMENTS |
| * Honours degree in Education or equivalent
* Experience in teaching Afrikaans Literacy, Home Language / First Additional Language methodology at school level
* Experience in teaching Afrikaans Literacy, Home Language / First Additional Language methodology at university level
* A sound disciplinary and content knowledge in Afrikaans Literacy, Home Language / First Additional Language methodology
* Possession of academic qualifications in Afrikaans Literacy, Home Language / First Additional Language methodology
* Experience in developing teaching and learning materials in Afrikaans Literacy, Home Language / First Additional Language methodology
 |
| ADDITIONAL INFORMATION e.g. contact person and telephone number, e-mail; etc.**CLOSING DATE FOR APPLICATIONS:** |
|  |
|  | 07 September 2020 |
| **SIGNATURE : HEAD OF DEPARTMENT** | **DATE** |
|  |  07 September 2020 |
| **SIGNATURE : DEAN/DIRECTOR/REGISTRAR**  | **DATE** |
|  |  |
| **SIGNATURE : SENIOR DIRECTOR HR** | **DATE** |

**ENDS**

Updated 8 October 2008 following discussions between M&CR (Branding Section) and HR.