**The University of KwaZulu-Natal (UKZN) is committed to employment equity with the intention to promote representativity within the Institution**

**COLLEGE OF HUMANITIES**

**TEACHING AND LEARNING UNIT RESEARCHER**

**ONE YEAR FIXED TERM CONTRACT**

**TEACHING AND LEARNING UNIT**

**HOWARD COLLEGE CAMPUS**

**REFERENCE NUMBER: HCT-L1**

The University of KwaZulu-Natal is committed to student retention and throughput. In order to fulfill these objectives and to realize the University’s strategic goal to be an institution of choice for students, the College Teaching & Learning Unit seeks to appoint an energetic person with organizational and communication skills. S/he must have a proven ability to work under pressure, meet deadlines and be willing to complete their PHD in the chosen area of study part-time, if s/he does not have a doctoral qualification.

**MINIMUM REQUIREMENTS:**

1. A Master’s Degree
2. Research experience preferably in qualitative research
3. Understanding/ Knowledge of the Higher Education sector and issues of retention and throughput in higher education.
4. Competence in monitoring and/or tracking of At Risk students in the College

**ADVANTAGES:**

1. PHD, registered for a PHD
2. Report writing skills
3. Understanding of the Academic Monitoring and Support Programme.

**DUTIES:**

* Coordinate School and College Academic Monitoring and Support activities and maintain database of all activities.
* Conduct research into emerging trends in throughput, student attrition and completion rates in the College.
* Researching and developing publications in Teaching and Learning areas such as Academic Monitoring and Support as well as throughput in Higher Education.
* Prepare regular reports and other documents for Teaching & Learning.
* Assist with the coordination of the Teaching and Learning Workshops and Seminars.

**The closing date for receipt of applications is 16 October 2015**

**Application letter together with curriculum vitae may be sent to:** **mkhwanazis@ukzn.ac.za****, and for enquiries contact 031-2602898**

**Please state the advert reference number in your application letter.**