The University of KwaZulu-Natal (UKZN) is committed to Employment Equity with the intention to promote representativity within the Institution

Preference will be given to applicants from the African designated groups

<u>**COLLEGE OF HUMANITIES**</u>

Coordinator (Ethical Clearance)
(2 POSTS)

SIX MONTH FIXED-TERM CONTRACT

SCHOOL OF SOCIAL SCIENCES

PIETERMARITZBURG & HOWARD COLLEGE CAMPUSES
REF NO: SocSc15/2016

The School of Social Sciences seeks a Coordinator (Ethical Clearance). S/he will be responsible for overseeing the ethical clearance process for Honours, Masters and PhD candidates in the school. The successful candidate will preferably be a PhD student in the School of Social Sciences who is duly registered at least since 2015. Good communication and writing skills are essential.

The successful candidate will be responsible for facilitating ethical clearance procedures, working closely with ethical clearance office, ensuring communication across the school and general coordination within the school, contributing to research, documenting progress and communicating outcomes of ethical clearance.

The incumbent will work under the direction of the academic leader for research.

Minimum requirements:
☐ Masters Degree in Social Sciences

☐ Familiarity with ethical clearance procedures

☐ At least one year experience in research project management and coordination

There are no benefits attached to this appointment.

The closing date for receipt of applications is 12 May 2016.

Applicants are required to complete the relevant application form which is available on the Vacancies website at www.ukzn.ac.za and email it to MBEJEA@ukzn.ac.za

The Advert Reference Number MUST be clearly stated in the subject line.