**The University of KwaZulu-Natal (UKZN) is committed to meeting the objectives of Employment Equity to improve representivity within the Institution.   Preference will be given to applicants from designated groups in accordance with our Employment Equity Plan.**

**college of HEALTH SCIENCES**

**ACADEMIC DEVELOPMENT MENTOR**

**(PEROMNES GRADE 10)**

**(1-YEAR FIXED-TERM APPOINTMENT)**

**STUDENT SUPPORT SERVICES**

**COLLEGE OFFICE**

**DURBAN CAMPUSES**

**REF NO.: T/CHS02/2018**

The College of Health Sciences seeks to appoint an Academic Development Mentor on a 1 year fixed term contract. The incumbent will be required to provide a comprehensive undergraduate Academic Development and Mentoring service to enhance academic performance, progression and retention of students on the ISFAP pilot programme, implemented in the disciplines of Clinical Medicine, Pharmacy, Physiotherapy and Occupational Therapy. The Academic Development Mentor (ADM) will:

* Provide academic mentoring and tutoring support to ISFAP students;
* Provide academic monitoring, tracking and support as per the AMS Policy AND
* Undertake general administrative tasks in relation to key performance areas.

**Minimum requirements:**

* A completed degree in the College of Health Sciences with majors completed in Physiology and/or Anatomy
* **Candidates should not be full time students or be in receipt of UKZN fee remission or a research scholarship, which limits their ability to work full time.**
* **Candidates must be available to work a full day.**

**Essential Requirements:**

* Knowledge of Health Sciences related disciplines;
* Experience in facilitating tutorials and group based mentoring;
* Familiar with the Academic Monitoring Policy of the University
* Familiar with the student support mechanisms available at the University
* Proficient in the use of the Microsoft Office package and online platforms
* Ability to work in a team as well as independently and
* Experience in writing reports and undertaing evaluations.

This post will report to the Manager: College Student Support Services. Applicants are requested to submit a covering letter highlighting their experience in each of the requirements listed above together with detailed curriculum vitae, including the names and contact details of three referees.

Enquiries regarding the post may be directed to Dr Saloschini Pillay on 0312607681/7087 or email: pillaysl@ukzn.ac.za. The job profile is available from the HR Consultant on 0312604450 or email mbonas@ukzn.ac.za

**The total remunerative salary is R179 546 per annum. In addition, an annual service bonus is payable.**

**The closing date for receipt of application is 18 June 2018. Applicants are required to complete the relevant application form that is available on the Vacancies website at** [**www.ukzn.ac.za**](http://www.ukzn.ac.za) **Completed forms may be sent to** **Recruitment-chs@ukzn.ac.za**

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