

The University of KwaZulu-Natal (UKZN) is committed to rectifying inequality and promoting opportunities for all.

COLLEGE OF HUMANITIES
SCHOOL OF APPLIED HUMAN SCIENCES
Criminology and Forensic Studies
Howard College and Pietermaritzburg Campus
Positions: Academic Tutors
Fixed-term contract: August to October 2022

Reference number: SAHS CFS062022

VISION: The leading university school of applied human sciences scholarship in Africa

The School of Applied Human Sciences seeks to appoint tutors for the Criminology and Forensic Studies Programme at Howard and Pietermaritzburg Campuses. These tutor posts' primary purpose is to train and educate undergraduate and postgraduate students, mark assessments, and attend to student queries. Other functions will be decided by the Academic Leader in line with the tutor functions for the School and module needs.

Minimum Requirements

- At the time of application, a registered postgraduate student within the School of Applied Human Sciences (*must have majored in Criminology and Forensic Studies [Years I, II, and III] at the undergraduate level*), and must be a registered student in the Criminology and Forensic Studies discipline, at the University of KwaZulu-Natal.
- Excellent academic performance over time with at least 65% average in Research Methods at level 3 Criminology and Forensic Studies.
- Satisfactory conduct on official academic record.

Please read the criteria below and apply for **ONE** of the positions if you meet the requirements. Please use the attached application form to apply for the tutoring position of your choice if you meet all the criteria. Attach all the required documentation.

Incomplete applications will not be considered.

Undergraduate Tutor Programme

Responsibilities:

- To facilitate tutorials with first-year students (where applicable).
- To assist with marking of assessments under the supervision of academic staff in the Discipline
- To assist with the administration as required by the Discipline
- To attend training and other professional development as determined by the Discipline
- Attend weekly tutor mentoring and preparation meetings

To apply for this position, you must meet the following requirements:

- Be a registered honours student in Criminology and Forensic Studies.
- Have an undergraduate degree majoring in Criminology and Forensic Studies.

- **Postgraduate Tutor Programme**

Responsibilities:

- To assist with marking of assessments under the supervision of academic staff in the Discipline
- To assist with module coordination and administration as required by the Discipline
- To attend training and other professional development as determined by the Discipline
- Attend weekly tutor mentoring and preparation meetings

To apply for this position, you must meet the following requirements:

- Be a registered Masters' or Ph.D. student in Criminology and Forensic Studies.
- Have an undergraduate degree majoring in Criminology and Forensic Studies.
- Have an honours degree in Criminology and Forensic Studies.
- Previous experience as a tutor in Criminology and Forensic Studies.

If you meet all criteria, please apply by:

1. Completing the online Tutor Application form <https://forms.office.com/r/XPP1Csaicq>

Shortlisted candidates may have to undergo a skills test
The closing date for receipt of applications is 07 July 2022

**MISSION: A truly South African university school of choice that is academically excellent,
innovative in research, entrepreneurial and critically engaged with society**