

ROYAL UNIVERSITY OF BHUTAN

POSITION PROFILE

1. JOB IDENTIFICATION

- 1.1 **Position Title:** Associate Lecturer
1.2 **Position Level:** 5
1.3 **Occupational Group:** Academics
1.4 **College:** College of Natural Resources

2. MAIN PURPOSE OF THE POSITION:

- 2.1 Undertaken academic teaching at both Undergraduate and Masters level programmes particularly for B.Sc. Sustainable Development and Masters in Development Practice;
2.2 Undertake teaching in related modules in other programmes also offered in Agriculture, Forestry and Animal Science Departments;
2.3 Carry out research and publication works;
2.4 Provide advisory services, coordinate and manage programs and activities/meetings/seminars within the Department and at the College
2.5 Contribute in curriculum revision activity and developing new programmes in the college.

3. GENERAL ROLES AND RESPONSIBILITIES:

Teaching

- 3.1 Teach modules (full load) and support students within own subject area at least up to the undergraduate level;
3.2 Set and mark assessments, and advise students on their progress;
3.3 Develop and deploy teaching and learning materials in area of own expertise;
3.4 Plan and review own approach to learning;
3.5 Take responsibility for organizing own activities and for the management of allocated resources;

Research and Innovation

- 3.6 Generate fund for the University through research projects, consultancies and advices;
3.7 Supervise research projects and dissertation where these are part of the Programme(s) of study;
3.8 Contribute to design of research projects and define methods such as conducting surveys and focused interviews;
3.9 Carry out literature searches within pre-specified parameters;
3.10 Run analysis/interpreting data using specified and agreed techniques/models;
3.11 Prepare summary reports of research methods/findings;
3.12 Contribute to dissemination and publication of research findings; and
3.13 Carry out small-scale research projects on their own or as a lead in a team and publish some quality papers including few in reputed journals.

Professional Services

- 3.14 Contribute as resource persons, coordinators or organizers for various professional development activities within the College/University as well as for those outside the University.

- 3.15 Participate in developing and promoting a clear vision of the College's/unit's strategic direction;
- 3.16 Participate as a team member to support senior colleagues, who have delegated responsibility for specific strands of work/sub-units;
- 3.17 Contribute to the operation of the University by participating in decision-making and governance including committees or taskforce as appropriate, at College and/or University level;
- 3.18 Represent and promote the University externally – nationally and internationally e.g. managing relations with external partners and stakeholders;
- 3.19 Coordinate the organization of conferences, seminars, workshops and/or working with relevant experts in the area of specialization; and
- 3.20 Provide guidance to other staff and students.

4. SPECIFIC ROLES AND RESPONSIBILITIES:

To teach the following modules:

- 1. Global Health
- 2. Sustainable Infrastructure Development
- 3. Natural Resources Management
- 4. Market-Based Approaches to Development
- 5. Environmental Science
- 6. Development Economics
- 7. Organizational Management and Leadership
- 8. Program and Project Development Management
- 9. Global Classroom

5. KNOWLEDGE, SKILLS & ABILITIES (KSA) REQUIREMENTS:

5.1 Education: Masters (areas: Sustainable Development Practice, Environment Science/Management), with Bachelors in Sustainable Development will have added advantage.

5.2 Experience: Research (Should have undertaken research projects (mini) at Bachelors & Masters level), with some teaching experience if any will have added advantage.

5.3 Knowledge Skills and Abilities:

Ability to:

- Teach modules (full load) and support students within own subject area at least up to the undergraduate level.
- Set and mark assessments, and advise students on their progress.
- Supervise research projects and dissertation where these are part of the programme(s) of study.
- Carry out small-scale research projects on their own or as a lead in a team and publish some quality papers including few in reputed journals.
- Represent and promote the University externally – nationally and internationally e.g. managing relations with external partners and stakeholders.