

ROYAL UNIVERSITY OF BHUTAN

POSITION PROFILE

1. JOB IDENTIFICATION

- 1.1 **POSITION TITLE:** Professor/Associate Professor/Assistant/Professor/Lecturer/
Associate Lecturer
- 1.2 **POSITION LEVEL:** 5 & Above
- 1.3 **OCCUPATIONAL GROUP:** Academics
- 1.4 **COLLEGE:** Samtse College of Education

2. MAIN PURPOSE OF THE POSITION

- 2.1 Research, plan and implement best teaching learning practices to deliver BA in Social Work programme's modules;
- 2.2 Assess and evaluate student's performance using a range of appropriate tools and strategies;
- 2.3 Provide feedback and implement appropriate interventions to support and enhance student's learning;
- 2.4 Mentor students for their personal and professional growth and development;
- 2.5 Contribute to institutional capacity building through innovation and research in curriculum, teaching learning and international exchange programmes;
- 2.6 Supervise and mentor student's field works and research projects; and
- 2.7 Engage in research and publications, professional development programmes and consultancy services in the areas of social work education; and
- 2.8 Engage in impactful community services.

3. GENERAL ROLES AND RESPONSIBILITIES

Teaching

- 3.1 Plan and teach modules (full time) using a range of innovative teaching learning approaches;
- 3.2 Plan and implement assessments of student's learning using a diverse innovative strategies;
- 3.3 Create, improvise, adopt and use appropriate teaching-learning materials to support student's learning;
- 3.4 Provide effective feedback and support to enhance student's learning;
- 3.5 Mentor students in their personal and professional growth and development;
- 3.6 Develop professional philosophy to guide actions in keeping with the vision of the programme; and
- 3.7 Mentor and supervise student's research projects and related activities.

Research and Innovation

- 3.8 Design research projects, implement, generate reports and publish papers including presentation in the seminars and conferences;

- 3.9 Supervise research projects and dissertation where these are part of the programme of study; and
- 3.10 Generate fund for the University/College through research projects, consultancies and related services.

Services

- 3.11 Contribute as resource persons, coordinators or organizers for various professional development activities within the College/University as well as for those outside;
- 3.12 Participate in developing and promoting a clear vision of the College's/unit's strategic direction;
- 3.13 Participate as a team member to support senior colleagues, who have delegated responsibility for specific strands of work/sub-units;
- 3.14 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;
- 3.15 Represent and promote the University externally – nationally and internationally e.g. managing relations with external partners and stakeholders;
- 3.16 Coordinate the organization of conferences, seminars, workshops and/or working with relevant experts in the area of specialization;
- 3.17 Carry out community services which transforms the lives of the communities; and
- 3.18 Provide guidance to other staff and students.

4. SPECIFIC ROLES AND RESPONSIBILITIES

- 4.1 Plan, teach, assess and support student's learning within the modules of BA in Social Work programme that includes:
 - SGY101 Understanding Bhutanese Society
 - BDM101 Buddhism and Social Work
 - RES101 Introduction to Social Research
 - MSP101 Basic Methods of Social Work
 - MSP102 History, Ideologies and Fields of Social Work
 - ACS202 Effective Communication and Interpersonal Skills
 - BDM202 Bodhichitta Mind and Social Work
 - ASP203 Communication for Development
 - ASP204 Participatory Planning for Development
 - ASP205 Rural and Urban Community Development
 - FWK201 Fieldwork I: Rural Social Innovation Practice
 - ASP310 Budget Analysis of Social Policy
 - ASP307 Child Rights and Child Wellbeing
 - ASP308 Environment and Sustainable Livelihood
 - MSP309 Social Welfare Administration
 - ASP306 Law for Social Work Practice
 - PMT301 Project Cycle Management
 - ASP311 Disaster Risk Reduction and Management
 - ASP312 Community Health and Wellbeing
 - FWK402 Fieldwork II: Working with Social Development Agencies

- FSW413 Working with Persons with Disabilities
- FSW414 Social Work Practice in Mental Health
- FSW415 Social Work Practice with Elderly
- FSW416 Gender and Family
- FSW417 Working with Youth

5. KNOWLEDGE, SKILLS & ABILITIES (KSA) REQUIREMENTS

5.1 **Education:** Master in Social Work/PhD in relevant field of Social Work.

5.2 **Experience:** Teaching & industry experience would be an added advantage.

5.3 **Knowledge Skills and Abilities:**

- a) Strong subject knowledge and high level of commitment to teaching;
- b) Excellent communication skills especially English;
- c) Sound working knowledge of ICT as required by the nature of the programme;
- d) Demonstrate impeccable professional values and ethics as an educator and as well as a social work professionals;
- e) Ability to listen and being open to multiple views, perspectives, and feedback;
- f) Engagement in continuous learning and development, and committed to continuous improvement by way of recognizing to change personal, interpersonal and managerial behavior;
- g) Ability to work with students in remote and challenging locations (field works and projects);
- h) Ability to work and contribute in a team settings with students, colleagues and others including leadership skills;
- i) Sound skills in research, analysis and dissemination of knowledge mainly by way of publications;
- j) Ability to master in a particular field of specialization and provide excellent learning outcomes among the students; and
- k) Ability to network and collaborate with relevant individuals and agencies both within and outside the university/country.