

**ROYAL UNIVERSITY OF BHUTAN**  
**POSITION PROFILE**

**1. JOB IDENTIFICATION**

1.1	Position Title	:	Assistant Lecturer/Associate Lecturer/Lecturer
1.2	Position Level	:	PL-6/PL-5/PL-4
1.3	Occupational Group	:	Academics
1.4	College/OVC	:	College of Natural Resources

**2. MAIN PURPOSE OF THE POSITION:**

- To teach undergraduate-level courses in the field of BSc in Animal Science
- Engage in scholarly research works led by a senior faculty member
- Provide consultative and advisory services
- Guide students in research projects
- Involve in Programme review and development
- Assist in the overall administration of the college

**3. GENERAL ROLES AND RESPONSIBILITIES:**

***Teaching***

- Contribute to elements of teaching within clear and established Programmes as conducting tutorial classes or team teaching with a senior lecturer;
- Support learners and /or supervise class activities in specific areas of activity according to established procedures as lab or practical work;
- Monitor student progress and provide formative feedback;
- Assist with the administration and support in the marking of assessments;
- Assist senior academics with the preparation of module/Programme materials;
- Prepare lesson plans and teach full modules by at least the second year at this level;

***Research***

- Assist academics and researchers in planning and implementing experiments, conducting interviews, administering surveys, or coordinating focus group discussions.
- Search for scholarly literature relevant to the research project, search the library, copy articles, order additional articles and books, and formulate a bibliography.
- Contribute to data analysis (on quantitative data or on quantitatively coded qualitative data);
- Contribute to designing and developing research projects for a generation.

- of research funds;
- Assist academics or researchers in preparing presentations about research project results for conferences, academic discourse, and research presentations;
- Help faculty and researchers in the preparation of manuscripts such as general layout, proofreading for editorials, binding and compiling of materials, etc., for submission to academic and scholarly journals or publications;
- Carry out research with senior academics and researchers and contribute to major publications as co-authors;

### ***Professional Services***

- Contribute as resource persons, coordinators or organizers for various professional development activities within the College/University as well as for those outside the University;
- Participate in developing and promoting a clear vision of the College's/unit's strategic direction;
- Participate as a team member to support senior colleagues who have delegated responsibility for specific strands of work/sub-units;
- Contribute to the running of the University by participating in decision-making and governance, including committees or task forces as appropriate, at the college and/or University level;
- Represent and promote the University externally – nationally and internationally e.g. managing relations with external partners and stakeholders.
- Coordinate the organization of conferences, seminars, workshops, and/or working with relevant experts in the area of specialization.
- Provide guidance to other staff and students;
- Mentor and develop junior colleagues;
- Organize and coordinate meetings and discussions related to administrative issues in respective departments/school/Programme units;
- Assist in the preparation and organization of university/college-wide functions and
- Assist in the organization of community services.

#### **4. SPECIFIC ROLES AND RESPONSIBILITIES:**

The primary responsibility is teaching undergraduate and/or graduate courses related to BSc in Animal Science and related subjects. This involves preparing course materials, delivering lectures, conducting practical fieldwork, and assessing students' performance through assignments, exams, and projects.

### **5.1 Education: BVSc and AH or MVSc (Medicine or Surgery)**

**5.2 Experience:** The relevant experience shall be recognized as per the lateral entry criteria

### **5.3 Knowledge Skills and Abilities:**

- Must demonstrate sound knowledge in various disciplines of animal husbandry and veterinary sciences (both theoretical and applied-practical).
- Demonstrate sound knowledge of veterinary medicine.
- Demonstrate sound knowledge of veterinary microbiology and parasitology.
- Demonstrate sound knowledge of veterinary surgery.
- Demonstrate sound knowledge of veterinary pharmacology.
- Demonstrate sound knowledge of wildlife medicine.
- Take initiatives in developing need-based courses related to BSc in Animal Science.
- Possess good communication skills to transfer knowledge and skills to the students.
- Willing to take responsibility (ies) and work in a team.
- Have a positive attitude toward teaching, learning, and research.