ANNEXURE I

ROYAL UNIVERSITY OF BHUTAN

POSITION PROFILE

1. JOB IDENTIFICATION

1.1 Position Title: Associate Lecturer/Lecturer

1.2 Position Level: 5/4

1.3 Occupational Group: Academic

1.4 College/OVC: Gyalpozhing College of Information Technology

2. MAIN PURPOSE OF THE POSITION:

- Plan and teach modules related to cybersecurity and foundational computer science modules.
- Design and implement assessment items
- Contribute to institutional capacity building through innovation and research of curriculum, academic inputs, and international exchange programs

3. GENERAL ROLES AND RESPONSIBILITIES:

3.1 Teaching

- Teach and instruct students at the undergraduate level on various aspects of cybersecurity, including practical implementation of this knowledge through programming.
- Be able to teach the soft skills modules.
- Develop and deliver effective lesson plans that meet course objectives and academic standards.
- Contribute to curriculum development and the design and revision of program units in the subject area;
- Provide students with instructional materials, including handouts, presentations, and multimedia resources.
- Assess and evaluate student performance through tests, quizzes, assignments, and projects.
- Foster a positive, engaging learning environment that encourages student participation and active learning.
- Provide academic and career guidance to students, including advising on career paths and job opportunities.
- Keep up-to-date with advances in cyber security technology, techniques, and industry trends.
- Contribute to developing or improving approaches to teaching, learning, and assessment in the subject area.
- Participate actively in developing the discipline's teaching-learning and assessment strategies.
- Contribute to the organisation of a wider area of work.

- Advise others (particularly those at the entry-level) on aspects of teaching-learning and assessment.
- Take responsibility for the effective management of allocated resources.
- Guide students in projects

3.2 Research and Innovation

- Generate funds for the University through research projects, consultancies, and advice;
- Supervise research projects and dissertations here, which are part of the program (s) of study.
- Contribute to the design of research projects and define methods, such as conducting surveys and focused interviews.
- Carry out literature searches within pre-specified parameters;
- Run analysis/interpreting data using specified and agreed-upon techniques/models;
- Prepare summary reports of research methods/findings.
- Contribute to the dissemination and publication of research findings; and
- Carry out small-scale research projects on their own or as a lead in a team and publish some quality papers, including a few in reputed journals.

3.3 Services

- Contribute as a resource person, coordinator, or organizer for various professional development activities within the College/University, as well as for those outside.
- 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 operation 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 work with relevant experts in the area of specialization; and
- Guide other staff and students.

4. SPECIFIC ROLES AND RESPONSIBILITIES:

- Teach modules, workshops, short courses, and support students in the area of cybersecurity.
- Set and mark assessments, and advise students through consultations outside of regular contact hours.
- Develop and deploy teaching and learning materials in the area of cybersecurity.
- Participate as a team member to support senior colleagues, who have delegated responsibility for specific strands of work/sub-units
- The tentative core modules are not limited to the following:
    - Essentials of Networking
    - Information Security Principles
    - Network and Cloud Security
    - DevSecOps for Development

- Digital Forensics
- Ethical Hacking
- Malware Analysis and Reverse Engineering
- Secure Coding Practice
- Advanced Threat Intelligence
- Incident Response

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

5.1 Education: Master's degree in Computer Science/Information Technology/Computer Engineering/Cyber Security

5.2 Experience: Relevant experience will be recognised as per the lateral entry criteria.

5.3 Knowledge, Skills, and Abilities:

- Ability to demonstrate a high level of commitment to teaching.
- Ability to listen and be open to multiple views, perspectives, and feedback
- Engagement in continuous learning and development, and committed to continuous improvement by recognizing to change personal, interpersonal, and managerial behavior.
- Contribute to the continuous development of the programme and pursuing professional development through industrial certifications and workshops