ROYAL UNIVERSITY OF BHUTAN
POSITION PROFILE

JOB IDENTIFICATION

1.1 Position Title: Assistant Lecturer/Associate 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 BSc in Sustainable Development
- Engage in scholarly research works lead by a senior faculty member
- Provide consultative and advisory services
- Guide students in research projects
- Involve in Programme review and development
- Assist in 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 language lab or practical work;
- Monitor student progress and provide formative feedback;
- Assist with the administration and support in 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 for focus group discussions;
- Search for scholarly literature relevant to the research project, searching the library, copying articles, ordering additional articles and books, and formulating bibliography;
- Contribute to data analysis (on quantitative data or on quantitatively coded qualitative data);
- Contribute to designing and development of research projects for 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 preparation of manuscript such as general layout, proof reading 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 taskforce as appropriate, at 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 discussion related administrative issues in respective department/school/Programme unit;
- Assist in the preparation and organization of university/college wide functions; and
- Assist in the organization of community services.

4. **SPECIFIC ROLES AND RESPONSIBILITIES:**
Teach the following modules: Sustainable Infrastructure Development, Community-based natural resource management & ecotourism, research methods, and academic skills. Additionally, gender and development module at the masters' level. This involves preparing course materials, delivering lectures, conducting practical fieldwork, and assessing students' performance through assignments, exams, and projects.

5. **Education:** Preferred qualifications include a master's degree in sustainability studies, gender and development, or development practice. Candidates should also possess a foundational understanding of economics and statistics to effectively mentor learners in the teaching-learning process. If a candidate meeting these criteria is not available, individuals with a bachelor's degree, such as a BSc in Sustainable Development, who have completed coursework in these subjects as part of their degree program, will be preferred.

5.1 Education: B,Sc/MA/PhD (Sociology/Economics/Organizational Leadership Management)

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

5.3 Knowledge Skills and Abilities:

Social Dimensions of Sustainability

- Community development, equity, gender, and inclusiveness in sustainability.
- Governance, policies, and institutional frameworks for sustainable development.

Economic and Policy Aspects

- Concepts of green economy, circular economy, and sustainable business models.
- Environmental economics, policy analysis, and sustainable financing.

Research and Analytical Approaches

- Interdisciplinary research methods, sustainability assessment tools, and data interpretation.
- Systems thinking and integrated approaches to problem-solving.

Skills

Teaching & Pedagogical Skills

- Ability to teach in an **interdisciplinary and participatory approach**, combining theory with case studies and field applications.
- Use of ICT, e-learning platforms, and innovative teaching methodologies.

Research & Analytical Skills

- Conducting sustainability-related research, publishing in peer-reviewed journals, and integrating findings into teaching.
- Use of tools like GIS, remote sensing, impact assessment, and sustainability reporting.

Practical & Applied Skills

- Community engagement, participatory rural appraisal, and project design/implementation.
- Monitoring and evaluation of sustainable development projects.

Soft Skills

- Strong communication, facilitation, and leadership abilities.

- Critical thinking, problem-solving, and teamwork in diverse and multicultural contexts.

Networking & Collaboration

- Capacity to link academia with industry, government, and civil society for applied learning.
- Ability to foster partnerships for research, student internships, and knowledge exchange.