



## National University of Vanuatu

### Job Description and Specification



<b>Job Title</b>	Lecturer in Information and Communication Technology (ICT)
<b>Reporting To</b>	ICT Diploma Coordinator
<b>Job Purpose</b>	Develop Courses, teach and undertake research in ICT subjects
<b>Position Background</b>	<p>The National University of Vanuatu (NUV) was established by Act No. 34 of 2019, with a mandate to provide higher education advancement and lifelong learning through academic and professional excellence, by training, teaching and learning in both the English and French official languages, research and international cooperation.</p> <p>The NUV Faculty of Science and Technology consists of five schools, each planned to offer a multidisciplinary mix of teaching and research courses. The School of Science is the first to be operational within the Faculty.</p> <p>The school's multidisciplinary approach and diversity of expertise will allow us to offer a wide range of academic programs at the undergraduate and postgraduate levels. Our courses are informed through active and ongoing research and private sector connections and provide our students with career-focused learning experiences. Through these means, the school produces capable graduates with knowledge, skills and experience to gain employment related to their discipline.</p>
<b>Position Summary</b>	<p>The NUV School of Science is seeking to appoint a competent and highly motivated individual for an academic lecture and research position in Information and Communication Technology (ICT). The position consists of 70% teaching and course development, and up to 30% research and service.</p> <p>Excellence in course development and teaching is a top priority for this position. Ideal candidates will have a broad background in Information Technology, especially in Systems, Networking, and Software Development, and proven curriculum design and teaching skills. Responsibilities include developing and teaching a wide range of undergraduate ICT courses with the potential to teach specialized courses in the field of specialization. Faculty are expected to teach approximately 6 courses per academic year, with a maximum of 18 hours of classes per teaching week.</p> <p>Other responsibilities include mentoring and advising students from diverse backgrounds, conducting research with students, and creating career pathways and internship opportunities for students.</p> <p>Fundamental to this position is the ability to work across institutional boundaries, and to collaborate with other universities, government agencies, as well as NGOs and private sector partners in Vanuatu and the Pacific region. Effective communication with a variety of stakeholders, including the general public, is essential and consistent with the strategy of the National University of Vanuatu.</p> <p>We are interested in applicants who can prosper within a collaborative, interdisciplinary environment of academics, policymakers and professionals.</p>

## Key Responsibilities – Detailed Listing

The Full-time Lecturer will contribute to the development and delivery of courses in Information and Communication Technology (ICT). Specific instructional assignments will depend on the candidate's expertise and the needs of the School of Science, and may include (but are not limited to) courses in:

- Software Engineering, Databases, Cloud Computing and DevOps
- Networks and Server Systems
- Cybersecurity

The candidate is expected to:

- Develop and teach specialized courses in their area of expertise
- Prepare and deliver lectures, tutorials, labs and practicals
- Develop and administer assessments and provide feedback that fosters independent learning
- Provide advice and mentorship to undergraduate and graduate students.
- Participate and present research results at technical seminars/workshops and undertake individual and/or collaborative research relevant to ICT disciplines
- Submit research-based articles to peer-reviewed scientific journals and present findings at reputable national, regional and international conferences.
- Stay contemporary on issues relating to own discipline with an awareness of national and international ICT developments.
- Pursue and secure external research funding through competitive research grant applications to support these efforts
- Work closely with other faculty in the School of Science and the National University of Vanuatu to support these efforts

### Other duties

- Assist the School and the University in recruiting and enrolling students who are a good fit with NUV's culture, mission and vision.
- Undertake evaluation and self-review of teaching and learning practices
- Continuously upskill in the use of teaching and technological tools
- Participate in the University's performance, planning and evaluation processes
- Attend university events such as commencement, faculty meetings, etc.
- Serve on School of Science, Faculty and university committees if required
- Stay up to date and comply with legislation and University policy relevant to the duties undertaken, including the University's Code of Conduct, occupational health and safety (OH&S) procedures and sustainability guidelines
- Perform administrative tasks commensurate with the responsibilities of the position, and contribute to processes that support the effective operation of the School
- Perform other duties as assigned by the Head of School or direct supervisor

<b>Critical Competencies</b>	<ol style="list-style-type: none"> <li>1. Perform and behave in a professional manner, demonstrating occupational knowledge, accountability, and adaptability to changing situations.</li> <li>2. Strive for excellence through communication, inclusiveness and teamwork.</li> <li>3. Contribute to the NUV through innovation, leadership and a focus on quality.</li> </ol>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Ph.D. in an IT-related domain with proven experience in developing and delivering university courses.</li> </ul>
<b>Preferential Skills and Abilities</b>	<ul style="list-style-type: none"> <li>✓ Experience in IT industry projects or high-profile engagement within the IT community.</li> <li>✓ An understanding of ICT careers and industry skill/HR needs in the Pacific</li> <li>✓ Excellent interpersonal skills, demonstrated through experience working effectively in teams and engaging with the private sector, government agencies and professional bodies.</li> <li>✓ Excellent verbal and written communication skills, with demonstrated capacity to communicate technical concepts to both technical and non-technical audiences.</li> <li>✓ Ability to deliver course content and communicate fluently in English; French and Bislama language skills are an advantage.</li> </ul>
<b>Additional Experience and Capacities</b>	<p>Additional qualifications and experience that will be considered include evidence of the ability, commitment and experience to:</p> <ul style="list-style-type: none"> <li>✓ Implement innovative teaching methods</li> <li>✓ Develop and maintain active research programme publishing peer-reviewed articles in reputable scientific journals.</li> <li>✓ Create a stimulating teaching and learning environment.</li> <li>✓ Provide mentorship to students at undergraduate and postgraduate level.</li> <li>✓ Promote diversity in the fields of Science, Technology, Engineering, and Mathematics (STEM)</li> </ul>
<b>Required Experience and Selection Criteria</b>	<ul style="list-style-type: none"> <li>• Minimum 2 years course development and teaching experience at university level (full-time or significant part-time) in a recognized institution</li> <li>• Evidence of having both developed and delivered university-level courses</li> <li>• Demonstrated research record and capacity to secure research project funding</li> <li>• If not a ni-Vanuatu citizen, meet the immigration requirements of the Republic of Vanuatu, and be willing to live and work in Port Vila on a full-time basis.</li> </ul>
<b>Language</b>	<p>Fluency in English is required. Knowledge of French and/or Bislama is an advantage. (An institutional learning support programme is available to lecturers who wish to learn French or improve their communication skills.)</p>

<b>Terms and Conditions of Employment</b>	<p>Three-year, full-time local contract, with the possibility of extension based on performance.</p> <p><b>Annual salary scale:</b> 5,000,000 – 5,300,000 VT (plus 25% benefits) depending on qualification and experience.</p> <p>The National University of Vanuatu is an Affirmative Action/Equal Opportunity employer committed to diversity. All employment decisions in the NUV shall be based on merit and on equal opportunity. The NUV is committed to ensuring fair, equal, and impartial treatment of all employees in all aspects of employment. The NUV is also committed to gender balance in employment and to providing employment opportunities for people with special needs. In carrying out its employment decisions, NUV will not discriminate basis of gender, religion, nationality, race, language or disability.</p>
<b>Contact Person</b>	<p>Potential applicants with specific questions are welcome to contact the human resources' service at <a href="mailto:apply@univ.edu.vu">apply@univ.edu.vu</a></p>
<b>Application Procedures</b>	<p>Candidates should compile the following application package:</p> <ol style="list-style-type: none"> <li>1. A letter of motivation, including a comprehensive description of the applicant's administration, research and teaching approach</li> <li>2. A complete CV, including background, educational qualifications and professional experience</li> <li>3. Selected list of academic publications</li> <li>4. Official academic transcripts</li> <li>5. Contact information for three (3) referees</li> </ol> <p>Please email the application package above in PDF format to <a href="mailto:apply@univ.edu.vu">apply@univ.edu.vu</a> using the following subject line: Application [YOUR SURNAME] NUV SOS – Lecturer, Information and Communication Technology (ICT)</p>