National University of Vanuatu

Job Description and Specification

Job Title	**Lecturer in Accounting**
Location	National University of Vanuatu, Port Vila Campus, Vanuatu
Supervisor	Deputy Vice Chancellor, Vice Chancellor
Background	The National University of Vanuatu (NUV) was established under Act No. 34 of 2019 and is the nation's premier institution of higher education. NUV is committed to developing highly skilled professionals to support national development and economic growth through excellence in teaching, research, innovation and community engagement. In parallel to its Partner University Programs (Bachelor of Economic & Social Administration and Master of Social & Economic Sciences) NUV aims to deliver a Diploma in Accounting, Economics & Finance to prepare graduates with the knowledge, practical skills, professional ethics and leadership capabilities required for employment in both the public and private sectors of Vanuatu and the Pacific region.
Purpose of the position	To contribute to the delivery and development of the Diploma in Accounting, Economics & Finance programme through high-quality teaching, curriculum development, student support, applied research and engagement with industry and professional stakeholders. The Lecturer in Accounting will play a key role in preparing graduates with the knowledge, skills and professional competencies required by the accounting profession and the evolving needs of Vanuatu's public and private sectors.
Position Summary	The National University of Vanuatu seeks to appoint an enthusiastic and committed Lecturer in Accounting to support the delivery of undergraduate accounting education. The successful candidate will contribute primarily to teaching and learning, while developing a research profile and participating in university service and professional engagement activities. The indicative workload allocation for this position, subject to annual workload planning is 50-60% teaching and learning, 20-30% research and scholarship, 10% service and administrative and 10% engagement and outreach.

Key Responsibilities – Detailed Listing	**Teaching and Learning**
	The teaching workload will normally consist of three to four modules per semester.
	• Deliver high-quality teaching within the Diploma in Accounting, Economics & Finance programme.
	• Develop and maintain course materials, teaching courses, assessment tools and online learning content.
	• Teach across areas including:
	  ○ Introduction to Accounting
	  ○ Financial Accounting
	  ○ Management Accounting
	  ○ Accounting Information Systems
	  ○ Auditing
	  ○ Taxation

	○ Public Sector Accounting ○ Accounting for Small Business and Entrepreneurship • Design engaging learning activities using innovative pedagogical approaches. • Design assessments and provide timely and constructive feedback • Coordinate assigned courses and ensure course documentation is maintained to NUV standards • Undertake internal assessment moderation and contribute to external moderation processes to ensure the integrity, consistency and quality of student assessment outcomes. • Supervise undergraduate projects. • Contribute to curriculum enhancement and program review activities. • Support student recruitment, retention, progression and academic success through academic advising and consultation. • Supervise undergraduate, honours and postgraduate research projects. **Research and Scholarship** • Develop an emerging research profile relevant to accounting, finance, governance, entrepreneurship or economic development. • Produce high-quality scholarly and conference presentations. • Engage in collaborative research projects within NUV and with external partners. • Seek opportunities for consultancy, externally funded projects and grant supported initiatives • Build collaborative applied research relationships relevant to Vanuatu and the Pacific region • Present research findings at national and international conferences. **Knowledge Exchange and External Engagement** • Build relationships with government ministries, private sector organizations, accounting firms and professional bodies. • Promote links with chartered Accountants Australia and New Zealand, CPA Australia and other professional accounting associations • Contribute to internship and work integrated learning opportunities for students. • Participate in outreach, recruitment and public engagement activities. **Academic Citizenship** • Participate in program review and accreditation activities • Attend school and faculty meetings • Support university events, community engagement activities and student recruitment • Undertake administrative duties appropriate to an early academic career. • Contribute to committees and institutional initiatives
Critical Competencies	• Strong disciplinary knowledge in accounting • Demonstrated teaching capability in higher education • Strong communication and presentation skills • Curriculum development capability • Student centred teaching philosophy • Familiarity with online and blended learning approaches. • Commitment to academic quality and continued improvement

	• Comply with University Work, Health and Safety policies and procedures and take reasonable care for the health, safety and wellbeing of self, students, colleagues and others affected by the NUV activities. • Communication Skills – demonstrated ability to communicate complex ideas clearly and effectively through strong written and verbal communication with diverse audiences • Collaboration – ability to work collaboratively within multidisciplinary and multicultural teams while building productive relationships with students and external stakeholders. • Problem solving – ability to analyse issues, apply theoretical knowledge to practical accounting challenges and develop effective evidence-based solutions • Planning and organization – organization and time management skills, with the ability to manage competing priorities, meet deadlines and deliver high-quality outcomes.
Qualifications	• PhD or Master's degree completed in Accounting, Commerce, Finance or a closely related discipline. • A Postgraduate Certificate in Higher Education, Teaching and Learning, or an equivalent pedagogical qualification.
Preferred Skills and Abilities	• Higher education teaching qualification or evidence of tertiary teaching experience • Ability to engage and inspire undergraduate student groups and those looking to enter degree studies.
Required Experience	• Demonstrated experience teaching at Bachelor's level • Professional accounting experience • Experience developing teaching materials and assessments • Familiarity with accounting software and digital learning systems • Understanding of accounting issues affecting Pacific island nations and developing economies
Language	Fluency in English and French is an asset. The knowledge of Bislama is an advantage.
Equal Opportunity	The National University of Vanuatu is an affirmative action/equal opportunity employer committed to diversity. All employment decisions within the NUV programme must be based on merit and equal opportunity. The NUV programme is committed to ensuring fair, equal, and impartial treatment of all employees in all aspects of employment. The NUV programme is also committed to respecting gender balance in employment and providing employment opportunities for people with special needs. In carrying out its employment decisions, the NUV programme will not discriminate on the basis of sex, religion, nationality, race, language or disability.
Terms and Conditions of Employment	**Annual salary range:** 5 M – 5.3 M VT depending on qualifications and experience + 25% benefits **Full-time three-year local contract**, with the possibility of extension depending on performance. Need to meet the Republic of Vanuatu immigration requirements and commit to living and working in Port Vila "full time"
Contact Person	Potential applicants with specific questions are welcome to contact the human resources' service at apply@univ.edu.vu

Application Procedures	The application must include the following: 1. a cover letter providing a comprehensive description of the applicant's teaching, research, and academic leadership philosophy, and addresses the required and preferred qualifications, experience, skills, and competencies relevant to accounting. 2. A complete Curriculum Vitae (CV) detailing educational qualifications, professional and academic experience, teaching experience, research achievements, publications, conference presentations, consultancy work, and grants or research funding secured… 3. Certified copies of academic qualifications and official academic transcripts 4. Contact details of three (3) professional referees who can comment on the applicant's academic, research, and professional capabilities 5. NUV_ACADEMIC_APPLICATION_FORM Please send your application documents in PDF format to apply@univ.edu.vu with the following subject line: Application **[YOUR NAME] NUV –Lecturer in Accounting**