



NOTES

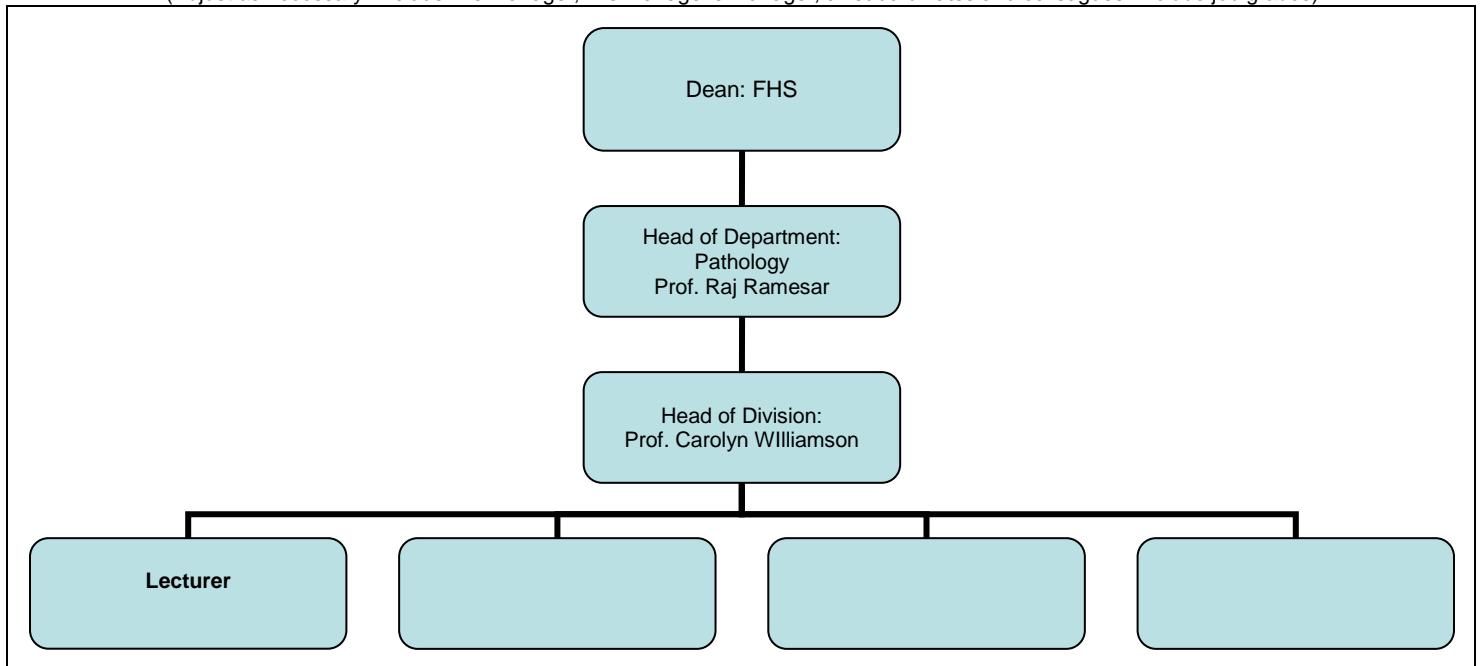
- Forms must be downloaded from the UCT website: <http://www.uct.ac.za/depts/sapweb/forms/forms.htm>
- This form serves as a template for the writing of job descriptions.
- A copy of this form is kept by the line manager and the job holder.

POSITION DETAILS

Position title	Lecturer in Virology (nGAP post)
Job title (HR Practitioner to provide)	
Job grade (if known)	Lecturer
Academic faculty / PASS department	Faculty of Health Sciences
Academic department / PASS unit	Pathology
Division / section	Medical Virology
Date of compilation	03 May 2018

ORGANOGRAM

(Adjust as necessary. Include line manager, line manager's manager, all subordinates and colleagues. Include job grades)



PURPOSE

The main purpose of this permanent position is to deliver lectures, teach and lead practicals and tutorials in medical virology to undergraduate BSc and MBChB students, BSc (Med) (Hons) students, to contribute to curriculum development, as well as to design postgraduate research projects. The incumbent will also be required to train and supervise postgraduate MSc and PhD students and he or she will be expected to conceptualize, lead and execute research projects in medical virology. The incumbent will be expected to develop/expand research collaborations, develop partnerships and networks in his/her specific field of research and raise research funding by applying for grants from national and international funding bodies. In addition, the successful candidate will be required to perform administrative functions at Departmental, Faculty and University level if needed, as well as functions related to teaching and research projects e.g. convene courses, manage research teams, manage funding of research, monitor operational expenses, write progress reports.

JOB CONTENT

Key performance areas (4 – 6) (What)		% of time spent	Activities / Objectives / Tasks (How)	Results / Outcomes (Why)	Competencies needed
1	Teaching and Learning	40	Deliver lectures, tutorials and laboratory practicals to BSc undergraduates, BSc Honours and MBChB students Set and mark assessments (exams, essays, tests, practical write-ups) Design material for new BSc programme Attend and contribute to Curriculum Design Team meetings	To promote good teaching and learning To develop new courses	A minimum academic qualification of a PhD Experience in teaching virology to undergraduate and postgraduate students
2	Research	40	Conceptualize, lead and execute research projects virology Supervise/co-supervise postgraduate students to execute their research projects Protocol development, data collection and analysis, publication of results, translation of findings Raise funds to cover costs of research	To increase the number of Honours, MSc and PhD graduates at UCT To increase the publication output of UCT	PhD Experience in supervising or co-supervising postgraduate students Proven track record in research publications Experience in grant writing Collaboration with national/international researchers
3	Leadership, management and administration	10	Perform administrative functions at Departmental, Faculty and University level, if needed, and also related to teaching and research projects (convene courses, manage research teams, manage funding for research, monitor operational expenses, write progress reports etc).	To share responsibility and contribute to the smooth functioning of the Department of Pathology and Division of Virology by leading/managing those undergraduate and postgraduate courses assigned to the incumbent by the Head of Division.	Experience in management (of staff and/or research project)
4	Social Responsiveness	10	Translate research findings into the community, for the benefit of the public, where relevant	To translate research findings into improvement of health and to promote awareness and understanding of achievements in Immunology.	Acknowledgement of standing of medical virology in the science community

MINIMUM REQUIREMENTS

Minimum qualifications	PhD
Minimum experience (type and years)	A minimum academic qualification of a PhD in Virology. Having worked effectively and collaboratively as part of a team in an academic environment. Experience in teaching at the undergraduate level as well as supervising or co-supervising postgraduate students, demonstrated research scholarship and a record of securing independent research funding would be highly advantageous.