



Career Opportunity

Title	HR 23/2025 – Assistant Lecturer in Language and Literature
Faculty/Division	Faculty of Education and Humanities
Reports to	Head of School of Education
Location/Campus	Honiara, Panatina Campus

Summary of Duties

The position is responsible for assisting the senior lecturer in tutoring, reviewing and developing, planning & delivering learning experiences to meet course objectives, developing instructional materials, Involve in student consultations, managing and maintaining student records, liaising with the Dean and Director of Research and Postgraduate Affairs to carry out research.

Main Duties and Responsibilities

- To prepare lesson plans and deliver learning instructions,
- To develop all enrolled class lists.
- To have a good knowledge of the entire syllabus' curriculum.
- To contribute effectively to the department by performing duties in appropriate areas.
- To develop and apply innovative and appropriate teaching techniques and materials that create interest, understanding and enthusiasm amongst students.
- To transfer knowledge including practical skills, methods and techniques.
- To ensure that course design and delivery comply with the quality standards and policy regulations of the University.

Minimum Qualification and Experience Requirements:

To be considered for this position, applicants must have:

- A Master's Degree or Postgraduate degree in the field of Language and Literature plus teaching qualification

Other Requirement:

- Ability to work under pressure; ability to work long hours, and at the weekends or public holidays without demands for additional remuneration; ability to travel at short notice on university business; excellent data analysis skills (including a high degree of proficiency in MS Excel); and excellent written and verbal communication skills are required.

Experience

Essential to the Position:

- More than 5 years of teaching experience, preferably in language and/or literature.
- Published research papers in national and regional journals.
- Wide breadth and depth of specialist knowledge in own area of expertise.
- Understanding of different teaching and learning methods.
- Computer proficiency in the standard packages (word processing, e-mail and internet use, and spreadsheets).

Desirable for the position:

- Experience in conducting quality research in a particular specialism and publishing in recognized international journals.
- Experience in developing and implementing research objectives, projects and proposals.
- Experience in collaboration with college and industry colleagues when developing new curricula.
- Experience in consultancy work with national, regional and international organizations. **Please refer to the job description for more information.**

Terms and Conditions

This is a full-time position with a contract term of five years, renewable based on performance and mutual agreement.

Detailed job descriptions, entry requirements, terms and conditions of employment, and application processes, can be

obtained from the SINU website: <https://www.sinu.edu.sb/hrd/job/> OR Human Resource Department email: sinu.recruitment@sinu.edu.sb

Closing Date: 13th February 2025 at 4.30pm. Late or incomplete applications will not be considered. Only shortlisted applicants will be contacted.

Applications can be emailed to sinu.recruitment@sinu.edu.sb or hand delivered to the HR Department at Kukum Campus addressed to:

Director of Human Resources
Human Resources Department
Solomon Islands National University
P.O Box R113
Honiara