

JOB DESCRIPTION

- REFERENCE NUMBER:** AP1159
- JOB TITLE:** Engineering Module Coordinator & Lecturer:
Electrical/ Electronic Engineering (Permanent)
- LOCATION:** Cape Town, Durbanville Campus
- BACKGROUND TO POSITION:** **STADIO** is a multi-campus Higher Education Institution with a growing national footprint and a network of student support centres across South Africa and Namibia. Committed to widening access to quality higher education, STADIO places a strong emphasis on equipping graduates with accredited, industry-recognised qualifications that prepare them for meaningful careers. The institution offers a diverse range of undergraduate and postgraduate programmes, delivered through both contact and distance learning modalities, to meet the evolving needs of students and the demands of a dynamic world of work.
- STADIO** is a comprehensive private higher education institution, consisting of the following academic schools:
- Administration and Management
 - Architecture and Engineering
 - Commerce
 - Education
 - Fashion
 - Humanities
 - Information Technology
 - Law
 - Media and Design
 - Policing and Law Enforcement
- KEY PERFORMANCE AREAS:** Reporting to the Academic Manager: School of Engineering and Architecture:
- Plan, prepare for and deliver lectures in-venue and online.
 - Engage with and provide feedback to coordinating lecturers and programme coordinators to improve teaching and learning.
 - Participate in programme review initiatives, providing feedback in respect of specific module/programme design and content.
 - Assess student work.
 - Provide feedback to students.
 - Internally moderate the assessment of

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- colleagues.
- Engage with coordinating lecturers on assessments and provide feedback on successes/challenges.
 - Set and communicate consultation hours in accordance with STADIO norm and consult with students at their request.
 - Manage the Module Q&A forum.
 - Contribute to student induction and orientation, as required.
 - Manage students at risk.
 - Improve the quality of own teaching through the scholarship of teaching & learning.
 - Share findings with the STADIO teaching community.
 - Participate in community engagement initiatives aligned with STADIO's goals, where relevant.
 - Participate in programme, school, and campus meetings.
 - Assist in student recruitment, admission, and CAT applications where necessary.
 - Maintain accurate records and complete documentation as required.
 - Take part and support campus activities, as required by HOC.
 - Stay abreast of developments in the field of expertise.
 - Stay abreast of development in the field of teaching and learning.
 - Participate in training and development activities, and complete formal STADIO lecturer development initiatives.
 - Actively participate in professional networks and associations.
 - Pursue further qualifications or certifications, as necessary.

INHERENT CRITERIA:

Minimum Qualification(s)

- Minimum NQF 8 qualifications in either Electrical or Electronic Engineering
- Professional ECSA registration is required

Minimum Experience

- Minimum three years lecturing and industry experience in Electrical or Electronic Engineering.
- Experience in online learning environments will be an advantage.

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Knowledge and Skills

- Sound lecturing and assessment skills.
- Effective communication and interpersonal skills.
- Strong organisation, administration, time management, and coordination skills with the ability to work under pressure and adhere to deadlines.
- High level of computer proficiency with good knowledge of modern Information Technology infrastructure and online learning platforms.
- Ability to work independently and as part of a team.
- Ability to cope with change.
- Willingness to work on Saturdays as required.
- Passionate educator and leader.
- Compassion for students with diverse needs and skill levels.

APPLICATION REQUIREMENTS:

- A letter of motivation showing how you meet the requirements.
- A comprehensive CV.
- An abridged CV.
- Names and contact details for at least 3 referees.
- Certified copies of matric and degree certificates and Identity Document.

To apply please forward your application quoting reference number **AP1159** to Genevieve Michel c/o carmen1159@talenting.co.za

Incomplete applications will not be considered!