



# Career Opportunity

<b>Title</b>	<b>HR 21/2025 – Assistant Lecturer in Early Childhood Education (ECE)</b>
<b>Faculty/Division</b>	Faculty of Education and Humanities (FEH)
<b>Reports to</b>	Head of School of Education
<b>Location/Campus</b>	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 deliver learning instructions and prepare lesson plans,
- 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 an appropriate area.
- 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.
- To participate in Programme self-reviews and minor reviews and development of courses
- To participate in the school Outreach Programs.
- To write, prepare and mark assignments and examinations and provide feedback to students on time. **Please refer to the job description for more information.**

## Minimum Qualification and Experience Requirements:

**To be considered for this position, applicants must have:**

- A Master's Degree or Postgraduate degree in the area of Early Childhood Education.

## 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.
- 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](mailto:sinu.recruitment@sinu.edu.sb)

**Closing Date: 13<sup>th</sup> 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](mailto: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**