



## EMPLOYMENT OPPORTUNITIES AT PWANI UNIVERSITY

Pwani University, a Premier University at the Coast situated in the beautiful scenic tourist resort town of Kilifi is an equal opportunity employer. The University's Mission is to generate, disseminate and apply knowledge while sustaining excellence in teaching, learning and research by molding students to international standards and encouraging and supporting members of staff to undertake research. The University is seeking to recruit competent and professional staff at the level of **Lecturer in Political Science Grade 12**.

### SCHOOL OF HUMANITIES AND SOCIAL SCIENCES

#### Department of Social Sciences

**LECTURER IN POLITICAL SCIENCE GRADE 12**

**1 POSITION**

**REF:**

**PU/ADV/03/05/2025**

### REQUIREMENTS FOR THE POSITION OF LECTURER IN POLITICAL SCIENCE GRADE 12

This is a university teaching/research position. Appointment is either on Permanent and Pensionable terms or on a three (3) year renewable performance-based contract, depending on age, citizenship, or any other reason.

### REQUIREMENTS

#### **Academic Qualifications**

Applicants must have:

An earned PhD/in Political Science/Government/International Relations, Master of Arts Degree in Political Science/Government/International Relations and a Bachelor of Arts in Political Science/Government/International Relations from an accredited and recognized University

#### **Experience**

The candidate should:

- Be a member of relevant professional bodies
- Have evidence of contribution to University/Research Institution through activities such as participation in Departmental management, students' academic /research advising, school or University/Institutional meetings, committee membership and related matters



- Demonstrate community involvement (eg. Member of BOG, SMC etc).

## **Skills**

Applicants should demonstrate

- Teach/conduct research and supervise students and/or staff
- Design and develop academic programmes and curriculum

## **Publications**

Must have published at least two (2) publications in peer-reviewed journals.

## **Teaching and learning responsibilities**

- Digital and manual processing of examinations to ensure integrity in the grading of students
- Guidance and counselling of students in order to provide psychosocial support to enable them to improve on their performance, to instill professional values and encourage confidence to work in industry
- Administrative work such as consulting with students in order to mentor to create awareness of industry, enhance academic performance and ensure proper career selection
- Use listening, interpersonal and pastoral care skills to deal with sensitive issues concerning students and provide support to foster mental stability required for good performance
- Respond to pedagogical and practical challenges for efficient running of the department and institution
- Regular contact liaison with students to teach and provide support
- Contribute to collaborative decision making with colleagues on academic content and on the assessment of students work to ensure quality of teaching
- Share responsibility in deciding how to deliver modules and assess students to ensure quality of teaching
- Balance competitive pressures of teaching, scholarship, research, knowledge transfer, administrative demands and deadlines with the help from frontline manager and peers
- Engage with continuous professional development to ensure that we update our knowledge.
- To maintain discipline in lecture rooms or halls to ensure maximum attention during the lectures.
- To prepare students' progress reports to help in decision making of the student.
- To lecture in area of specialization in accordance with the syllabus.
- To prepare teaching or learning materials and schemes of work for smooth running of the semester.
- To supervise student work to ensure they are on the right academic track.
- To supervise of research project work to guide students in achieving the goals and objectives with minimum wastage of resources.
- To carry out administrative duties to facilitate student attachment coordination, examination coordination program coordination.
- To prepare budget especially for student industrial attachment program for prudent optimum and prudent utilization of funds.





- To supervise students on industrial attachment to ensure relevance in pursuance of the academic programme.
- To prepare course outline to meet local and evolving need.
- To be aware of the risks in the work environment and their potential impact on their own work and that of others.

#### **Research and scholarship responsibilities**

- To develop research objectives and proposals for individual or joint research.
- To conduct individual and collaborative research projects.
- To write up research work for publication.
- To seek practical application of research findings.
- To make presentations at conferences and/or exhibit work in other appropriate events.
- To identify sources of funding and contribute to the process of securing funds.
- To update knowledge and understanding in field of specialization.
- To translate knowledge of advances in the subject area into the course of research.
- To seek practical application of research findings.
- To write journal articles and books to comply with the policy and regulations.

#### **Community service**

- To engage with community through training, creation of awareness, sensitization in order to influence socio-economic development and health promotion.
- To translate knowledge into practical oriented solutions that support and solve community or societal problems.
- To engage with local and international stakeholders to establish linkages and networks in order to work together for the betterment of communities through research and innovations
- To serve as volunteers in various levels in the society to benefit the community to enhance and promote health and social life in the society by filling the gaps in skills and service delivery due to labor shortage.

#### **TERMS OF SERVICE**

Benefits for the above positions include a competitive basic salary, house allowance, medical cover for staff and dependants, life Insurance, opportunities for further development and training and other regular allowances as determined by SRC.

**Interested applicants should send four (4) copies of their application for the above positions. Applications and recommendations letters from referees should be addressed to,**

**The Vice Chancellor  
Pwani University  
P. O Box 195-80108, Kilifi**

Application should include an up to date CV, providing details of age, marital status, academic and professional qualifications, work experience, present post and salary, email address, telephone names



and contacts of three referees who are knowledgeable about the competence of the applicant, copies of relevant certificates and testimonials.

**Pwani University is an equal opportunity employer, female candidates and persons living with disability are encouraged to apply. The latter should attach their National Council for Persons with Disability (NCPWD) Certificate.**

**Candidates with foreign qualifications MUST submit a Certificate of Recognition from the Commission of University Education.**

The deadline for submitting application is **Wednesday 28<sup>th</sup> May, 2025** Applications received later than this date will **not** be considered.

**Please Note that:** Only shortlisted candidates will be contacted.

Canvassing will lead to automatic disqualification

**NO FEE**

**PWANI UNIVERSITY DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, OR APPOINTMENT)**

