

ROLES AND RESPONSIBILITIES OF ASSOCIATE PROFESSOR

Teaching and Learning Support

- Design, develop, and facilitate engaging, challenging learning experiences informed by pedagogical scholarship and professional practice.
- Lead curriculum development and create innovative academic programs that comply with academic standards and regulatory requirements.
- Deliver a minimum of 14 hours of direct teaching per week, including lectures, remedial sessions, and skill-based training.
- Demonstrate teaching effectiveness through student feedback, assessment outcomes, peer reviews, and external validations.
- Apply innovative teaching methods to stimulate student interest, understanding, and enthusiasm.

Research and Scholarship

- Act as Principal Investigator to develop proposals, secure funding, and lead research projects to successful completion.
- Disseminate research outputs via international conferences, peer-reviewed publications, exhibitions, and seminars.
- Collaborate with peers to apply subject knowledge to research and practice.
- Contribute to academic quality by reviewing research papers and funding applications.

Academic Leadership

- Provide academic leadership in programme areas, including course planning, delivery oversight, and team coordination.
- Mentor and appraise staff, offering guidance on career and professional development.
- Supervise postgraduate research students and lead research programmes or groups.
- Resolve issues impacting course delivery and student progress, escalating when necessary.

Communication, Liaison, and Networking

- Lead internal and external academic networks and serve on institutional and professional committees.
- Represent the University as an external examiner or subject expert.
- Communicate complex ideas effectively to varied audiences through appropriate media and platforms.

Teamwork and Support

- Promote teamwork and collaboration, resolving conflicts as needed.
- Support colleagues by offering guidance or referring to specialist resources.
- Handle escalated student matters in alignment with university policies.

Initiative, Problem-Solving, and Decision-Making

- Resolve issues in course delivery and student performance within institutional guidelines.
- Monitor student progress, outcomes, and retention, and contribute to quality enhancement.
- Identify and support the development of new academic programmes or initiatives.
- Design and manage research projects with defined deliverables.

Planning and Managing Resources

- Manage teaching and research resources, including labs, workshops, and learning facilities.
- Contribute to institutional planning in areas such as staffing, research, and strategic goals.
- Ensure compliance in managing University data and records.
- Oversee research budgets in accordance with University and funder guidelines.

Work Environment

- Ensure safety and risk management in educational and research environments (labs, workshops, fieldwork).
- Participate in national and international academic travel when required.