



PAPUA NEW GUINEA UNIVERSITY OF NATURAL RESOURCES & ENVIRONMENT

SCHOOL OF NATURAL RESOURCES

DEPARTMENT OF AGRICULTURE

JOB DESCRIPTION

		POS. NO. UNRE DAV 001
DEPARTMENT - Agriculture	DESIGNATION/CLASSIFICATION Lecturer I/ II (Statistics and Experimentation)	
OFFICE/AGENCY	LOCAL DESIGNATION	
DIVISION	HIGHEST SUBORDINATE	POS. NO.
BRANCH	IMMEDIATE SUPERVISOR HOD Agriculture	POS. NO.
SECTION	LOCATION - Vudal campus	

HISTORY OF POSITION

DPM FILE NO.	DATE OF VARIATION	DETAILS

1. PURPOSE

- a. To make contributions to the teaching effort of the University
- b. To carry out activities that will maintain and develop a person scholarly, in terms of research and professionally in terms of relevant activities in the area of interest of a person (specialty).
- c. Ensure that the four areas of academia provided by the Department are served: teaching and learning, academic scholarship, research scholarship and professional scholarship.
- d. Provide resource skill and specialty to the Agriculture Department and School of Natural Resources
- e. Provide routine and other academic functions.
- f. Provide routine academic and administrative tasks involving clients both within and outside of the University.

2. ACCOUNTABILITIES

- a. Ensure that the four areas of academia provided by the Department are served: teaching and learning, academic scholarship, research scholarship and professional scholarship.
- a. Ability to produce written and present reports.
- b. Ensure that academic procedures are maintained and observed according to the University rules and by-laws.

b. **MAJOR DUTIES**

- a. Teaching performance and leadership
 - i. Conduct of lecturers, preparation, and course delivery, supervise program of study, marking of assignments and assessment, consultation with students and production of course and teaching materials.
- b. Research and scholarship
 - i. Conduct of research, application of research, publication of scholarly work.
- c. Academic and industry leadership
 - i. Initiation and development of courses, acting as course coordinators, development of course materials with appropriate advice from the support of senior academic staff and a range of other academic functions.
 - ii. Attendance at department/university meetings and /or membership of a number of university committees.
- d. Professional leadership
 - i. Involvement in professional activities, conduct of short courses, development of close industry liaison.
- e. Liaise with persons and organizations both within the University and outside on behalf of HOD
- f. Carry out other duties as directed by the HOD.

4. **POSITION AND PERSON SPECIFICATIONS**

(a) **QUALIFICATIONS**

- Masters or Ph.D. in Plant Protection Sciences or relevant field of Science.
- More than three (3) years of field experiences in Agricultural Industries / Research

(b) **KNOWLEDGE**

- Person appointed as Lecturer I/II is expected to undertake duties appropriate to this level of appointment.
- Scope of knowledge is expected to cover a wide range of knowledge within the domain of "*Sustainable management of natural resources and management*".
- Focus of this post is specializing in agricultural crop research methods with a greater emphasis on experimental designs, data analysis, interpretation, and publication of experimental data. Furthermore, the applicant is expected to have a good understanding with experiences in modern software tools used for data analyses. That is not limited to coding scripts in R or python environment. Applicants should demonstrate a commendable level of attainment in the focus subject areas indicated above, at least must be exposed to teaching performance and leadership or research and scholarship. The successful applicant will be expected to teach relevant subjects in the Diploma and Degree of Tropical Agriculture programs and will be expected to provide leadership to other academic staff covering teaching and research. The successful candidate is expected to initiate and carry out relevant research and assist through interaction with other University's academic departments and support sections.

(c)

SKILLS

- Deliver in one or more of the following areas: Statistics, Experimental Designs, Data Analyses, Research Methodology, and Software(s) in Data Analyses.
- Familiar with quality assurance standards of the University and maintain these standards by observing and applying the procedures and processes as required.
- Ability to plan, organize, implement, and evaluate a course delivered to students.
- Plan and conduct workshops, seminars, conferences, and summits.
- Competency and proficient in Microsoft Office software, telephone and electronic (e-mail, website) management and office procedure presentation including telephone manners.

(d)

WORK EXPERIENCE

- Excellent command of written and oral communication skills
- Basic human resource management skills
- Possess good interpersonal skills
- Possess good personal presentation (grooming & dressing)
- Possess pleasant and mature personality
- Possess good public relations record
- Ability to withstand high work load pressure and working overtime
- Good filing procedures.
- Well versed with academic issues affecting the PNGUNRE