



PAPUA NEW GUINEA UNIVERSITY OF NATURAL RESOURCES & ENVIRONMENT

SCHOOL OF NATURAL RESOURCES

DEPARTMENT OF HOSPITALITY & TOURISM

JOB DESCRIPTION

		POS. NO. UNRE TH 005
DEPARTMENT - PNG UNRE	DESIGNATION/CLASSIFICATION	Lecturer - Languages, Communication & Ethics
OFFICE/AGENCY DEAN OF SCHOOL	LOCAL DESIGNATION	Lecturer
DIVISION SCHOOL OF NATURAL RESOURCES	HIGHEST SUBORDINATE	POS. NO.
BRANCH VUDAL	IMMEDIATE SUPERVISOR	HEAD OF DEPARTMENT POS. NO.
SECTION HOSPITALITY & TOURISM	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 Hospitality & Tourism 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

- g. Ensure that the four areas of academia provided by the Department are served; teaching and learning, academic scholarship, research scholarship and professional scholarship.
- h. Ability to produce written and present reports.

- i. Ensure that academic procedures are maintained and observed according to the University rules and by-laws.

2. MAJOR DUTIES

- a. Teaching performance and leadership
 - Conduct of tutorials, 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
 - Conduct of research, application of research, publication of scholarly work.
- c. Academic and industry leadership
 - 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.
 - Attendance at department/university meetings and /or membership of a number of University committees.
- d. Professional leadership
 - 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 in relevant field of expertise
- Master of Philosophy
- PhD

(b) KNOWLEDGE

- **Language Proficiency:** Competency in multiple languages relevant to the tourism industry, enabling effective communication with diverse audiences.
- **Ethics and Sustainability:** Knowledge of ethical frameworks, ethical dilemmas in tourism, and the role of ethics in sustainable tourism practices.
- **Cultural Studies:** Familiarity with cultural nuances, cultural sensitivity, and their impact on communication in tourism.
- **Media and Communication Tools:** Understanding of various communication tools and media platforms used in the tourism industry for effective messaging and engagement.
- **Linguistics and Translation:** Awareness of linguistic theories and translation techniques for accurate and culturally sensitive communication.

(c) SKILLS

- **Teaching and Communication:** Strong presentation and communication skills to effectively convey complex concepts to students from diverse backgrounds.
- **Curriculum Development:** Ability to design and develop courses related to tourism products in alignment with the program's goals and industry demands.
- **Research and Analysis:** Proficiency in conducting research in tourism-related fields, analyzing data, and interpreting findings.
- **Language Instruction:** Ability to teach languages effectively, employing diverse teaching methodologies suitable for different learning styles.
- **Technology & Media Proficiency:** Competent in use of ICT software and applications; competence in utilizing various media platforms for teaching and demonstrating communication concepts in the tourism industry.
- **Problem-Solving:** Capacity to address real-world challenges in sustainable tourism product development and offer innovative solutions.
- **Collaboration and Networking:** Ability to collaborate with industry partners, local communities, and stakeholders to enhance the learning experience and foster industry connections.
- **Plan and conduct** workshops, seminars, conferences, and summits.

(d) WORK EXPERIENCE

- **Academic Experience:** Prior experience in teaching at a university level, developing course materials, and assessing student performance.
- **Industry Engagement:** Practical experience in the tourism industry, especially in sustainable tourism product development, management, or marketing.
- **Research Portfolio:** Demonstrable research output in tourism-related topics, publications, or involvement in relevant research projects.
- **Consultancy or Advisory Roles:** Experience advising organizations or communities on sustainable tourism practices could be beneficial.