



聖若瑟大學  
UNIVERSITY OF  
SAINT JOSEPH

## Vacancy

The University of Saint Joseph (USJ) is currently looking to fill the following vacancy in the Faculty of Social Sciences and Education (Department of Social Work):

### Senior Lecturer (Ref. No.: FSSE-SL44)

#### Responsibilities include, but are not limited to:

1. Promote and support the faculty's objectives centered on excellence in teaching and learning through high-quality curriculum planning, instruction, and service;
2. Assess, evaluate students' coursework and provide clear feedback on academic performance;
3. Mentor and advise students on academic and career issues;
4. Participate in department meetings, scientific council meetings, working groups, committees, and task forces;
5. Supervise field work;
6. Participate in research seminars, conferences or symposiums;
7. Write grant proposals to procure external research funds;
8. Assist in developing research and strategic plans for Macao Observatory for Social Development;
9. Collaborate with colleagues on research projects;
10. Assist with student recruitment and selection, assist with program reviews and revisions;
11. Develop or improve program handbooks, forms, documents, and print materials;
12. Assist in the Macao Observatory for Social Development;
13. Participate in program activities and community events;
14. Maintain regular office hours to advise and assist students.

#### Requirements:

1. Master in Social Work or related field (specialisation in social work) with more than 3 years of experience in teaching undergraduate courses in higher education;
2. Proficient in Chinese and good command of English;
3. Commitment to active engagement with students and colleagues;
4. Willing to work on a flexible schedule;
5. Demonstrate the ability to work well with students, faculty and staff within diverse, multi-cultural environment;
6. Proficient computer skills;
7. Macao ID holder preferable.

Salary and benefits will be commensurable with the qualifications and experience of candidates.

#### For application:

- Applicants should visit <http://www.usj.edu.mo/en/about/careers-at-usj/> for more details, and submit their applications online.
- All documents and personal data provided by applicants will be kept confidential and used for recruitment purpose only.
- Review of applications will continue until the position is filled.

**Preferred Availability: 1st of September 2021**