



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 School of Education (SED):

### **Assistant Professor (Ref. No.: SED-AP62)**

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

1. Promote and support the School of Education's objectives centered on excellence in teaching and learning through high-quality curriculum planning, instruction, and service;
2. Supervise graduate research work;
3. Assess, evaluate students' coursework, and provide clear feedback on academic performance;
4. Mentor and advise students on academic and career issues;
5. Participate in department meetings, scientific council meetings, committees, and task forces;
6. Develop and deliver teacher professional development courses;
7. Conduct research and publish findings in journals, books or conference proceedings;
8. Organise and participate in research seminars, conferences or symposiums;
9. Write research proposals, seek funds for research and collaborate with colleagues on research projects;
10. Assist with student recruitment and selection, program reviews and revisions;
11. Develop or improve program handbooks, forms, documents, and print materials;
12. Participate in program activities and community events;
13. Maintain regular office hours to advise and assist students.

#### **Requirements:**

1. PhD in Education or EdD (specialization in Education Administration and Management, Teachers' Training, Language Education);
2. Teaching experience in higher education;
3. Publications in peer-reviewed journals;
4. Commitment to active engagement with students and colleagues;
5. Willing to work on a flexible schedule;
6. Ability to work well with students, faculty and staff within diverse, multi-cultural environment;
7. Ability to teach across ICT related areas such as software, database, and technology-enhanced tools for learning;
8. Ability to supervise graduate research;
9. Proficient in English and Chinese;
10. Macao ID holder is 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.