


HR191	<b>POSITION DESCRIPTION</b>	 <b>UNIVERSITY OF CAPE TOWN</b> IYUNIVESITHI YASEKAPA • UNIVERSITEIT VAN KAAPSTAD
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**NOTES**

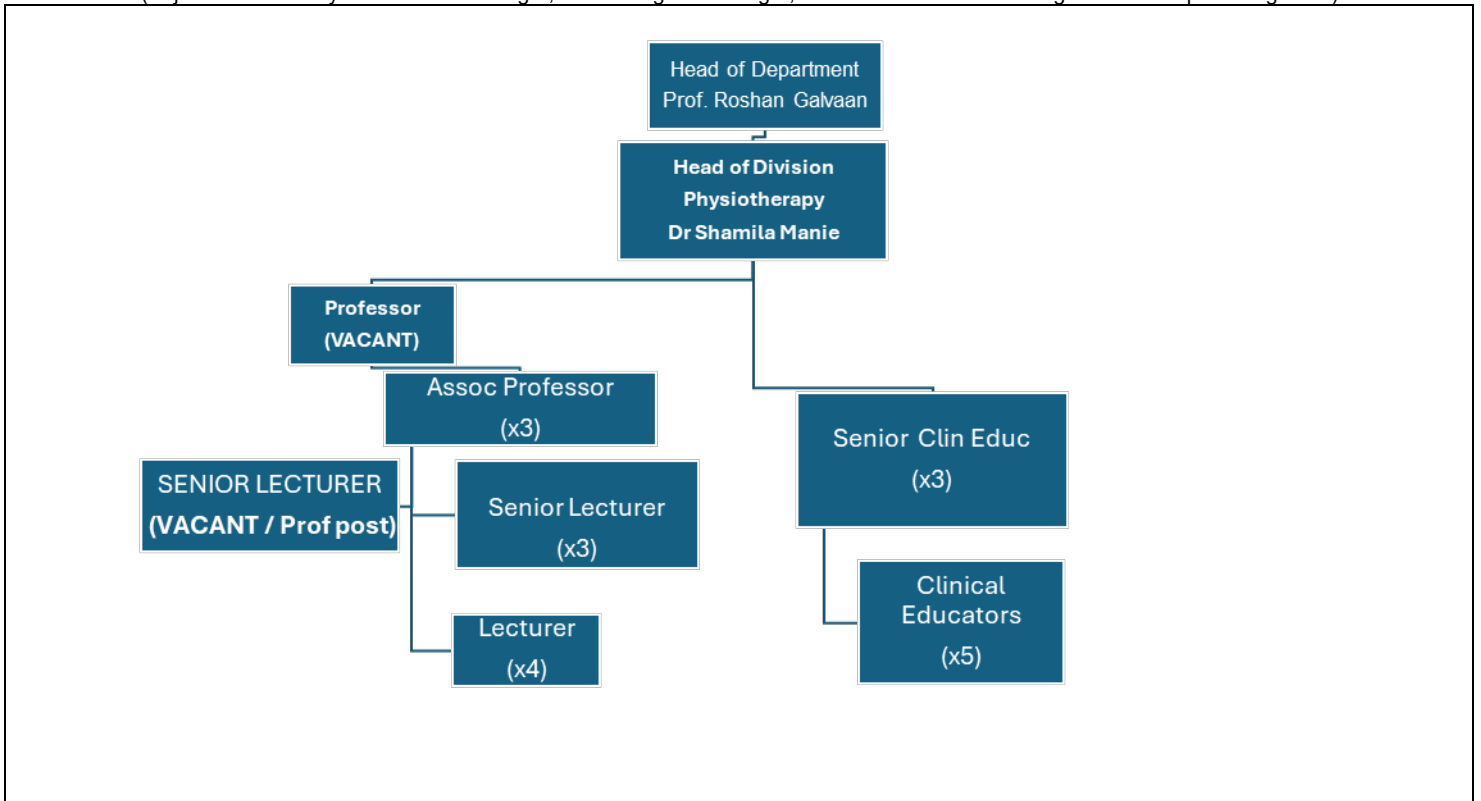
- Forms must be downloaded from the UCT website: <https://forms.uct.ac.za/forms.htm>
- This form serves as a template for the writing of position descriptions.
- A copy of this form is kept by the line manager and the position holder.

**POSITION DETAILS**

Position title	Senior Lecturer		
Job title (HR Business Partner to provide)	Senior Lecturer		
Position grade (if known)	Senior Lecturer	Date last graded (if known)	
Academic faculty / PASS department	Faculty of Health Sciences		
Academic department / PASS unit	Department of Health and Rehabilitation Sciences		
Division / section	Division of Physiotherapy		
Date of compilation	1 October 2025		

**ORGANOGRAM**

(Adjust as necessary. Include line manager, line manager's manager, all subordinates and colleagues. Include position grades)



**PURPOSE**

The main purpose of this position is to provide teaching and conduct and supervise research in Paediatrics, to fulfill academic administrative requirements, as well as participate in socially responsive activities.

**CONTENT**

Key performance areas		% of time spent	Inputs (Responsibilities / activities / processes/ methods used)	Outputs (Expected results)
1	Undergraduate teaching	60%	<ul style="list-style-type: none"> <li>Contextually relevant Curriculum Development, Design and Review at undergraduate and postgraduate levels with specific focus on musculoskeletal (MSK)</li> <li>Classroom based curriculum delivery</li> <li>Lead and support innovations in the development and design of teaching and learning activities</li> <li>Monitoring student engagement with learning tasks</li> <li>Augmented educational support for undergraduate and postgraduate students</li> <li>Promote inter- and intra-disciplinary collaboration</li> <li>Consult on academic support across PTH curriculum</li> <li>Student assessment aligned to the division and universities assessment policy</li> <li>Student supervision at clinical sites as required</li> <li>Student research supervision at undergraduate &amp; postgraduate levels (Masters' and PhD) predominantly in Paediatrics but not limited to this area</li> <li>Attend educational courses</li> <li>Setting &amp; marking test/examination papers/OSPE questions</li> <li>Convene a course/year at Undergraduate level</li> <li>Attend educational courses</li> </ul>	<ul style="list-style-type: none"> <li>Positive Reports from External Examiners</li> <li>Acceptable student Lecturer evaluation reports</li> <li>Acceptable student Supervisor evaluation reports</li> <li>Acceptable student throughput rates for modules convened and master's candidates</li> </ul>
2	Research	15%	<ul style="list-style-type: none"> <li>Completing a doctoral degree if not already obtained</li> <li>Active involvement in Research</li> <li>Regular attendance of Scientific Conferences</li> <li>Occasional presentation at both local and international Scientific conferences</li> </ul>	<ul style="list-style-type: none"> <li>Steady progress towards a PhD qualification if not already obtained</li> <li>Some publications at least in local journals</li> <li>Attract some funding for research</li> </ul>

3	Leadership and Administration	20%	<ul style="list-style-type: none"> <li>• Leadership of the Paediatric cluster</li> <li>• Mentoring of less experienced staff in the division / department</li> <li>• Development &amp; refinement of learning opportunities</li> <li>• Compilation of course readers</li> <li>• Participation at divisional &amp; departmental staff meetings</li> <li>• Contribute to divisional academic administration</li> <li>• Course and year convening at undergraduate and / or postgraduate level</li> <li>• Participation in departmental committees</li> </ul>	<ul style="list-style-type: none"> <li>• Leadership and administration are recognised both within and outside of the division and department.</li> </ul>
5	Social responsiveness	5%	<ul style="list-style-type: none"> <li>• Scholarly engagement with the public communities and related NPO's/NGO's/schools where students are placed for their practice learning blocks</li> </ul>	<ul style="list-style-type: none"> <li>• Contribution to the development and implementation of student-led services at sites that would benefit from community development inputs</li> <li>• Support for the development of physiotherapy services in community development settings</li> </ul>

### MINIMUM REQUIREMENTS

Minimum qualifications	Master's qualification in Physiotherapy PhD qualification or near completion			
Minimum experience (type and years)	Min 5 years' work experience in Paediatrics Min 5 years' experience in teaching and supervising in UG/PG Paediatrics			
Skills	Lecturing undergraduate students Lecturing postgraduate students Postgraduate student supervision Curriculum review Development of appropriate teaching materials Administrative duties at Division and Departmental level			
Knowledge	Appropriate knowledge in the Physiotherapy domain of Paediatrics			
Professional registration or license requirements	Health Professions Council of South Africa (HPCSA) Physiotherapy, Biokenitics and Podiatry Board			
Other requirements (If the position requires the handling of cash or finances, other requirements must include 'Ability to handle cash or finances'.)	n/a			
Competencies (Refer to <a href="#">UCT Competency Framework</a> )	Competence	Level	Competence	Level
	Teaching to large class	3	Communication	3
	Computer Literacy –Microsoft word & Excel; PPT; Research Database Searches; Some ability to use IT based educational technology	3	Planning & Organising/Work Management	3
	Analytical Thinking / Problem Solving		Creativity & Innovation	
	Building Interpersonal Relationships	3	Teamwork / Collaboration	3
	Student Service & Support	3	Conceptual Thinking	3

### SCOPE OF RESPONSIBILITY

Functions responsible for	Conceptual contribution to the team regarding curricular development Lecturing undergraduate and postgraduate students Supervision of undergraduate and postgraduate students Administrative and management duties at divisional and departmental level Conducting own research Engaging in socially responsive activities Course convening and/or year convening Ethical issues pertaining to students and colleagues.
Amount and kind of supervision received	The head of division oversees the performance rating of the individual in relation to the HR174 form in the area of teaching and learning, leadership and management, research and social responsiveness.
Amount and kind of supervision exercised	The individual reports to the undergraduate programme convener who liaises with the head of division.
Decisions which can be made	Decisions can be made regarding content and curricular as they relate to the domain of Paediatrics but must be shared with the division before implementation
Decisions which must be referred	Ethical issues pertaining to students and colleagues.

### CONTACTS AND RELATIONSHIPS

Internal to UCT	Members within the division, department, faculty and university
External to UCT	Research partners and Stakeholders in relation to the clinical learning sites related to the incumbents teaching