

Duties and Responsibilities of Adjunct Faculty

(Updated 19 November 2018)

Duties and Responsibilities

- Deliver and conduct scheduled lessons and/or trainings as per Engagement Agreement;
- Prepare courseware and assessments;
- Grade coursework, theoretical, and/or practical components;
- Provide academic counselling and feedback to student when required;
- Provide academic advice as deemed appropriate.

Requirements

- Possess at least a Master Degree or PhD from a reputable education institution in either areas of Counselling, Psychology, Special Education;
- Preferably with relevant teaching experience;
- Have excellent Presentation & Communication Skills with adult learners;
- ACTA certified would be an advantage;
- Shortlisted candidates are required to deliver a 5-minute presentation on a topic of choice.