

AVAILABLE POSITIONS – INSTRUCTORS AND LECTURERS

The Centre for English Language Communication (CELC), National University of Singapore invites applications for the following full-time non-tenure educator track teaching positions (<http://www.nus.edu.sg/careers/acadappt.htm>):

INSTRUCTORS

Applicants for the position of Instructor should possess:

- a Master's degree in Applied Linguistics, TESOL or a related field; **OR**
- a Master's degree in Rhetoric/Composition, Communication Studies, humanities or the social sciences fields with evidence of expertise in teaching academic writing

AND

- approximately 2 years' teaching experience in English for Specific Purposes (ESP), English for Academic Purposes (EAP), Business/Professional/Technical Communication, and English as a Medium of Instruction (EMI) at the tertiary level
- a sound record of and strong commitment to good teaching
- active pursuit of professional development activities such as workshop attendance, blog contributions for personal growth as an effective ELT practitioner and educator
- ELT-related service contributions at the departmental/institutional level

Successful applicants are expected to:

- teach various types of academic and professional English communication courses at the undergraduate and/or graduate level(s) (please scroll down for relevant links to course descriptions at the CELC website)
- adopt a reflective and professional approach to teaching and student learning that is demonstrably undergirded by English language teaching and learning literature
- show scholarly engagement with pedagogical issues such as the impact of teaching on student learning
- contribute to materials development/revision on courses taught
- demonstrate engagement by contributing to the Centre's ELT-related projects, events and initiatives

** Candidates with degrees in such fields may be considered for the design and teaching of undergraduate writing courses in specific topic areas of their expertise in the Centre's Ideas & Exposition (I & E) programme (for examples of existing modules, please see: <http://www.nus.edu.sg/celc/programmes/iande.html>.) All successful candidates must be well equipped and prepared to teach on CELC's main course offerings outside of the I & E programme.*

If you meet the requirements above, are dynamic and innovative, and display positive attitude and team spirit, we invite you to submit your applications.

How to Apply

Applicants should submit their application via email to celcrecruitft@nus.edu.sg with the following documents:

1. a cover letter which addresses their suitability for the position of Instructor
2. a detailed curriculum vitae listing (a) academic qualifications, (b) employment history (include all academic and non-academic positions held), (c) summary of modules taught, (d) names and addresses (including email) of three referees, (e) ELT-related service contributions/professional development activities, and (f) an indication of current and expected remuneration
3. student and peer evaluations of teaching performance in the last two years of their teaching
4. a statement of their teaching philosophy including self-assessment of their approach to teaching and learning, providing a brief description and justification of the approach taken to teaching goals, challenges experienced, and impact on student learning (up to 3 pages)

Where applicable, include references to the following:

- effective design, delivery and assessment of learning tasks in view of intended learning outcomes;
- course design/delivery/assessment, with reference to innovative pedagogy;
- reflective and professional approach to teaching and student learning;
- contribution to a collaborative learning environment.

Comments from student feedback and/or peer reviews may be elucidated to make a case for good teaching.

LECTURERS

Applicants for the position of Lecturer should possess:

- a Master's degree or PhD in Applied Linguistics, TESOL or a related field; **OR**
- a Master's degree or PhD in Rhetoric/Composition, Communication Studies, humanities or the social sciences fields with evidence of expertise in teaching academic writing*

AND

- 4 - 5 years of full-time teaching experience in English for Specific Purposes (ESP), English for Academic Purposes (EAP), Business/Professional/Technical Communication, and English as a Medium of Instruction (EMI) at the tertiary level; exceptions may be made on a case-by-case basis
- a consistently strong record of good teaching over consecutive semesters and in different courses
- experience in course design and development of learning material and assessment, undergirded by English language teaching (ELT) and learning literature and/or industry input
- knowledge and experience of a range of pedagogical approaches, including use of innovative pedagogy/technology to enhance teaching and engage students for positive learning outcomes
- scholarly teaching practice involving systematic inquiry into ELT teaching and learning at the higher educational level resulting in the development and implementation of innovative

curriculum design, teaching and/or testing methods/approaches/techniques leading to improved learning outcomes (research grants for such investigations and published articles/conference presentations are advantageous)

- academic-related leadership appointments such as in course coordination, conference organizations at a higher educational institution
- ELT-related service contributions at the departmental/institutional level or beyond
- active pursuit of professional development activities such as workshop attendance, blog contributions for personal growth as an ELT practitioner and educator

Successful applicants are expected to:

- teach various types of academic and professional English communication courses at the undergraduate and/or graduate level(s) (please scroll down for relevant links to course descriptions at the CELC website)
- demonstrate initiative or innovation in supporting students, leading to deep, holistic, and self-directed learning
- adopt a scholarly, evidence-based approach to and reflection on teaching and student learning, presenting the potential of an approach for others to learn from and further build and develop on teaching/learning ideas investigated
- work individually or in teams to design and develop high quality courses and assessments grounded in ELT literature and/or industry input
- demonstrate engagement by leading/contributing expertise to the Centre's ELT-related projects, events and initiatives

** Candidates with degrees in such fields may be considered for the design and teaching of undergraduate writing courses in specific topic areas of their expertise in the Centre's Ideas & Exposition programme (for examples of existing modules, please see: <http://www.nus.edu.sg/celc/programmes/iande.html>.) However, successful candidates must also be well equipped and prepared to teach on CELC's other course offerings.*

If you meet the requirements above, are dynamic and innovative, and display positive attitude and team spirit, we invite you to submit your applications.

How to Apply

Applicants should submit their application via email to celcrecruitft@nus.edu.sg with the following documents:

1. a cover letter which addresses their suitability for the position of Lecturer
2. a detailed curriculum vitae listing (a) academic qualifications, (b) employment history (include all academic and non-academic positions held and indicate leadership roles), (c) summary of modules taught, and participation in curriculum and assessment design, (d) teaching awards⁺/research grants⁺, (e) publications and conference presentations⁺, (f) ELT service contributions/professional development activities; (g) names and addresses (including email) of three referees, and (h) an indication of current and expected remuneration

+ if available

3. student and peer evaluations of teaching performance in the last two years of their teaching
4. a statement of their teaching philosophy including self-assessment of their educational approach over time, providing a brief description and justification of the approach taken to teaching goals, challenges experienced, and impact on student learning (up to 3 pages)

Where applicable, include references to the following:

- effective design, delivery and assessment of learning tasks in view of intended learning outcomes;
- course design/delivery/assessment, with reference to innovative pedagogy;
- reflective and professional approach to teaching and student learning;
- contribution to a collaborative learning environment.

Comments from student feedback and/or peer reviews may be elucidated to make a case for good teaching.

5. A brief write-up (up to 500 words) of an inquiry into an area related to EAP, ESP, EMI that describes the candidate's interest/investigation into the specified area and its relevance/significance to teaching and learning at CELC

About CELC

Established in 1979, the Centre plays a vital role in enhancing the English language and communication skills of both local and international undergraduate and graduate students at the National University of Singapore. In fulfilling this role, the Centre runs a range of courses, which include English Proficiency, English for Academic Purposes, English for Specific Purposes, Business/Professional Communication, Critical Thinking and Writing, Interdisciplinary Writing, English for Graduate Students, and Thesis Writing. The Centre is also responsible for delivering a content-based writing programme (Ideas & Exposition) within the University Town residential college system. Applicants can find full course descriptions at:

- http://www.nus.edu.sg/celc/programmes/undergraduates_faculty.html (undergraduate programmes)
- <http://www.nus.edu.sg/celc/programmes/graduateprogrammes.html> (graduate programmes)
- <http://www.nus.edu.sg/celc/programmes/iande.html> (Ideas and Exposition programme)

For full consideration, please submit a complete application. Shortlisted applicants may be asked to provide additional documents to support their application.

The starting salary is competitive and will depend on the applicant's qualifications and experience. Successful applicants are expected to commence work in Jan 2020.

Deadline for application: 16 August 2019