Call for Applications
Resident Academic Full-Time Post in the Teaching of Maltese, with a specialisation in teaching Maltese as a Foreign Language
Department of Languages & Humanities in Education - Faculty of Education

Applications are invited for a Resident Academic full-time post in the Teaching of Maltese, with a specialisation in teaching Maltese as a Foreign Language within the Department of Languages & Humanities Faculty of Education of the University of Malta.

The appointment will be on an indefinite basis, subject to a one-year probationary period, up to statutory retirement age.

The appointee will be required to participate in teaching, research, administration and other activities in the area of Languages & Humanities in Education and other related areas in the Faculty of Education, as well as support the department in the other courses and in the supervision of students within the Faculty of Education, and as may be required by the University.

Candidates must be in possession of a Ph.D or an equivalent research-based doctorate focussing on an area related to Maltese as a foreign language.

A good knowledge of the local educational system is necessary. The selected candidate is expected to be fully competent to teach in all areas of Maltese language proficiency and to be able to operate in a variety of contexts. The candidate should also possess the necessary competence to evaluate student-teachers during their Practicum in local schools and must be competent in using different pedagogical methods and approaches in the teaching of Maltese as a foreign language as well as the disposition, experience and expertise to teach Maltese proficiency at a variety of levels. Due preference will given to candidates with a minimum of five years relevant teaching experience locally.

The Resident Academic Stream is composed of four grades, being Professor, Associate Professor, Senior Lecturer and Lecturer. Entry into the grade of Lecturer or above shall only be open to persons in possession of a PhD or an equivalent research-based doctorate within strict guidelines established by the University.

The annual salary for 2019 attached to the respective grades in the Resident Academic Stream is as follows:

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<tr>
<th>Grade</th>
<th>Salary Components</th>
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<tr>
<td>Professor</td>
<td>€42,937 plus an Academic Supplement of €29,882 and a Professorial Allowance of €2,330</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>€39,421 plus an Academic Supplement of €22,850 and a Professorial Allowance of €1,423</td>
</tr>
<tr>
<td>Senior Lecturer</td>
<td>€35,699 plus an Academic Supplement of €16,346</td>
</tr>
<tr>
<td>Lecturer</td>
<td>€29,555 with an annual increment of €641 to €31,478 plus an Academic Supplement of €13,446</td>
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The University of Malta will provide academic staff with financial resources through the Academic Resources Fund to support continuous professional development and to provide the tools and resources required by an academic to adequately fulfil the teaching and academic research commitments within the University.

The University of Malta may also appoint promising and exceptional candidates into the grade of Assistant Lecturer, provided that they are committed to obtain the necessary qualifications to enter the Resident Academic Stream. Such candidates will either have achieved exceptional results at undergraduate level, be already in possession of a Masters qualification, or would have been accepted for or already in the process of achieving their PhD.

Assistant Lecturer with Masters €27,575 with an annual increment of €596 to €29,363 and an Academic Supplement of €4,767
Assistant Lecturer €25,575 with an annual increment of €531 to €27,256 and an Academic Supplement of €4,535

Applicants should submit their letter of application by e-mail to recruitment.hrmd@um.edu.mt together with their curriculum vitae, certificates and names and e-mails of three referees.

Applications should be received by Friday, 19th July 2019.

Late applications will not be considered.

Further information may be obtained from the website: http://www.um.edu.mt/hrmd/vacancies

Office of the University
Msida, 28th June 2019
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Further Information

General Working Obligations:

The conditions of work for a Resident Academic of the University of Malta, are set out in the ‘Collective Agreement for Academic Staff of the University of Malta’ and the ‘Manual of Conduct and Procedures’.

The commitment of a Resident Academic is based on a 40-hour week, with flexible times depending on established time-tables and distributed reasonably between teaching, academic research and other academic work (including academic administration and professional activity).

The official lecturing times of the University of Malta are Monday to Friday, between 08:00 and 20:00 hours and the successful candidate will be required to lecture at any time within the official teaching times during term-time. The appointment will be subject to a probationary period of one year and to the provisions of the Statutes, Regulations and Bye-Laws of the University of Malta which are now or which may hereafter be in force.

The Department of Languages & Humanities, Faculty of Education

The Department of Languages and Humanities in Education (DLHE) is responsible for teacher formation in these subject areas: English, French, German, History, Italian, Maltese, Religious Education, Social Studies and Spanish. The department promotes innovative teaching and learning methods and is involved in several initiatives in collaboration with stakeholders. Courses are also offered by departmental staff through which qualified teachers can seek to develop their competences and specialise further.

Research carried out by DLHE staff has obtained local and international recognition, and includes works on the teaching and learning of DLHE subject areas, on intercultural education, on bilingualism and on assessment, among others. Staff members regularly participate in international projects and collaborate with colleagues from foreign universities.

While most graduates of DLHE find employment in Education, many of them are active in various sectors of society thereby truly embracing education as a lifelong pursuit which leads to personal growth and fulfilment.

Among the tasks which the appointee may be expected to perform, there are:

a. Developing learning goals, assessment and a learner-centred pedagogy;
b. Designing, preparing and developing teaching materials;
c. Coordinating and delivering lectures, seminars and tutorials;
d. Supervising students’ teaching practice, school experience, and dissertations;
e. Assessing students, setting and marking of examination papers (including dissertations) within established time-frames;
f. Supporting students through an advisory role and as a mentor in their professional development;
g. Researching and publishing with special reference to Languages and Humanities in Education and other projects undertaken by the Department and the Faculty;
h. Participating in the organisation of Languages and Humanities in Education courses in collaboration with other University staff;
i. Participating in the administration of academic affairs at departmental, faculty and university levels;
j. Ongoing professional development including attendance and participation in local and international conferences, seminars and projects;
k. Furthering the Department’s and the Faculty’s contacts with foreign universities and educational institutions with the goal of promoting collaboration in the area of specialisation and in teacher education;
l. Contributing to national development, particularly in the area of specialisation and through co-operation with governmental and non-governmental institutions and services;
m. Any other relevant duties as may be required by the University.
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The general duties which the appointee may be expected to perform are:

a. Teaching, including tutorials, seminars, and tutorials;
b. Preparing and teaching courses specifically designed in order to address Maltese Language Proficiency;
c. Preparing and teaching courses in the area of Maltese Foreign Language pedagogy;
d. Assessment of students, setting and marking of assignments and examination papers within established timeframes;
e. Participating in the administration of academic affairs at academic and university levels;
f. Any other relevant duties as may be required by the University.

The appointees will be required to carry out the following specific duties:

a. Teach Maltese as part of the study-units and programmes offered by the Faculty of Education, including those aimed at the enhancement of effective Maltese language proficiency and in the Teaching of Maltese as a Foreign Language;
b. Carry out supervision and examination of student-teachers during their Practicum;
c. Carry out dissertation supervision and examination;
d. Attend meetings during which the appointee will be expected to provide information and feedback related to the academic and psycho-social progress of students;
e. Participate in the administration of study-units and programmes as may be required or delegated by the Dean of the Faculty of Education and the Head of Department, Languages & Humanities in Education;
f. Organise and participate in seminars and/or conferences as required;
g. Prepare course materials and use the University of Malta’s VLE (Moodle) to interact with students;
h. Coordinate continuous assessment of students and provide detailed feedback to students;
i. Participate in Board of Examiners’ meetings and set and mark summative examination papers within established time-frames;
j. Identify students who are encountering difficulties and provide additional support as needed;
k. Provide students with consultation whenever necessary;
l. Prepare academic reports regarding student progress and attendance;
m. Assist in projects related to the Faculty’s research profile if so required by the Dean of the Faculty of Education, and the Head of Department, Languages & Humanities in Education;
n. Carry out other duties commensurate with the post, as directed by the University.

Selection Procedures

a. The scrutiny of qualifications and experience claimed and supported by testimonials and/or certificates (copies to be included with the application), as well as the materials requested as per above.
b. Short-listing of candidates.
c. An invitation to short-listed candidates to a Selection Board interview.
d. A short presentation on a subject allotted to short-listed candidates.
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Selection Process

The selection process will follow the document “Guidelines for Members of Selection Boards in the Recruitment of Resident Academic Staff” (http://www.um.edu.mt/hrmd/services/recruitment).

In accordance with the guidelines, members of the Selection Board will establish the following selection criteria for the selection process:

- Relevant academic qualifications
- Relevant Academic / Work experience
- Aptitude and suitability;
- Performance in interview

Office of the University
Msida, 28th June 2019

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