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| **1. JOB DETAILS:** |
| **Position Title:** | **Part-time Lecturer in Mathematics – Starting September 2025** |
| **Reports to:** | **Head of Department and Head(s) of Program** |
| **Department:** | **Sciences and Engineering**  |
| **Location:** | **Abu Dhabi, UAE** |
| **Grade:** | **NA** |
| **Prepared / Revised on:** | **June,25** |

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| **2. JOB PURPOSE / ROLE:** |
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| The successfully recruited candidate will conduct Teaching Activity to a level compatible with the standards of Sorbonne Université (SU). According to the candidate’s profile, (s)he will be engaged in teaching introductory, intermediate and/or advanced undergraduate courses in Pre-Calculus, Discrete Mathematics, Analysis, Algebra, Probability and Stochastic Processes, Statistics and Data Analysis offered in the Foundation Year in Sciences, Bachelor’s in Mathematics, specialization in Data Science for Artificial Intelligence and, to a lesser extent, in the Bachelor’s in Physics. It is worthwhile noting that the BSc programs are designed by Sorbonne Université – Faculté des Sciences in France, while courses are delivered exclusively in English. The Undergraduate Courses follow the European Credit Transfer System (ECTS), and the diplomas are awarded by SU. All high-profile candidates with any Mathematics/Statistics background will be considered. |

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| **3. JOB DIMENSIONS** |
| **Number of Staff Supervised:** | **Direct Reports:** | **0** |
| **Total:** | **0** |

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| **4. KEY ACCOUNTABILITIES:** |
| Key Priority | Key Activities |
| * Lecturing
 | * Deliver lectures and tutorials to ensure that student learning outcomes are achieved, and aim for teaching excellence for the department, including but not limited to preparing teaching material in advance; communicating subject matter in a way students can understand; observing student progress and learning styles; reacting appropriately to students’ needs; preparing for contingencies in course delivery etc.
* Conduct assessment of the students’ work to determine whether the students have achieved the desired standards for progression in their studies or award of a qualification and providing feedback designed to develop and motivate student learning and addressing issues if required.
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| * Student Counselling
 | * Responsible to build positive relationships with students that enhance the learning experience, foster a supportive academic environment, and contribute to the overall success of both students and the institution.
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| * Policies and Procedures
 | * Follow department policies, processes, standard operating procedures, and instructions so that work is carried out in a controlled and consistent manner.
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| * Related Assignments
 | * Perform other related duties or assignments as directed by the Line Manager.
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| 5. QUALIFICATIONS, EXPERIENCE, & SKILLS: |
| **Minimum Qualifications:*** + MSc degree is mandatory. A PhD degree is highly appreciated.

**Minimum Experience:*** + 3 years teaching experience in higher education sector.

**Job-Specific Skills:*** + University lecturing skills and knowledge.
	+ Advanced mastery of innovative pedagogical skills and knowledge of university learning resources and technology including Microsoft Office programs and online platforms.
	+ Communication skills.
	+ Excellent interpersonal skills.
	+ Critical thinking.
	+ Strong teamwork abilities and high sense of collaboration.
	+ Flexibility and ability to adapt effectively in multicultural environments.
* Languages: English is mandatory; French and Arabic would be an added value.
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| **Line Manager Name & Signature:****………………………………………………………………………….** | **Employee Name & Signature:****…………………………………………………………………….** |