



JOB DESCRIPTION

Job Title:	Assistant Professor (EAP - English for Academic Purposes)
School/Department:	School of Education
Job Family and Level:	4/5
Location:	University of Nottingham Malaysia
Reporting to:	Head, School of Education
Purpose of role:	<ul style="list-style-type: none">• Contribute to high quality teaching, curriculum development and programme enhancement across foundation, undergraduate and postgraduate modules.• Effectively supervise undergraduate and postgraduate research.• Conduct rigorous and high-impact research in TESOL/cognate areas.• Carry out administrative responsibilities including student recruitment, marketing, committees, and accreditation processes as assigned by the Head of School or University.• Commitment to continuous professional development, including advancing subject knowledge and skills, research skills, and pedagogical expertise throughout their academic career.• Maintain the highest standards of professional integrity, constructive collaboration, and respectful conduct at work.

Specific role:

No.	Main Responsibilities
1.	Deliver high-quality teaching in the field of education, EAP and related areas across all levels of study – pre-sessional, foundation, undergraduate and post-graduate programs.
2.	Design, develop, and enhance curricula that support student success across disciplines.
3.	Employ innovative, research-informed teaching methods to improve academic literacy and communication skills.
4.	Provide academic guidance, formative feedback, and support to students to enhance their learning experience.
5.	Contribute to assessment design and ensure fair, consistent, and inclusive assessment practices.
6.	Actively contribute to curriculum development and the strategic enhancement of the school's offerings and education related subjects.
7.	Participate in school and university committees, supporting academic quality and student success initiatives.
8.	Engage in professional development activities and mentor junior colleagues in education and language-related pedagogy.

9.	Conduct research in EAP, academic literacy, applied linguistics, or related fields, contributing to the university's research profile.
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Job Requirement:

Specification	Essential	Desirable
Qualifications/ Education	<ul style="list-style-type: none"> A PhD in TESOL/TESL/English Language Education or a cognate discipline. 	<ul style="list-style-type: none"> Cross expertise in areas such as mental health in education or educational technology. A recognised teaching qualification either at primary and/or secondary schools.
Knowledge and Skills	<p>Strong knowledge and skills in</p> <ul style="list-style-type: none"> using of effective teaching approaches to teach TESOL/Education and education-related modules/English for Academic Purposes modules at the Foundation, Undergraduate and/or Postgraduate levels using relevant theories, research evidence, and current debates and needs in the field. bridging research and practice. in research, including ethical and constructive collaboration, publication and other research output in TESOL and/or cognate disciplines. 	<p>Strong knowledge and skills, including evidence of</p> <ul style="list-style-type: none"> internationally published research research presentations at locally/internationally established conferences within their discipline supervising undergraduate and/or postgraduate research students. quantitative research methods and analyses. online teaching.
Working Experience	<p>Experience in</p> <ul style="list-style-type: none"> teaching in higher education, schools, and/or education related portfolios. publishing with reputable or good quality journals in TESOL, Education or other cognate journals. continuous professional development training (e.g., research, pedagogical, mentoring, leadership) 	<p>Experience in</p> <ul style="list-style-type: none"> Experience working in an international setting, with an understanding of diverse academic and cultural contexts. supervising undergraduate and/or postgraduate research students.
Character Attributes	<ul style="list-style-type: none"> Good interpersonal skills and demonstrated ability to work with students and staff from a diverse range of backgrounds. Willing and strong team player. Self-initiatives at tasks Personally embody and actively promote the university's core values of ambition, inclusivity, respect, openness and fairness in all professional activities. 	
Others	<ul style="list-style-type: none"> Web/ IT literate 	<ul style="list-style-type: none"> Experience holding administrative roles in a

		higher education setting, i.e programme coordinator or other relevant portfolios.
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