



JOB DESCRIPTION

Job Title:	Assistant Professor (TESOL)
School/Department:	Education
Job Family and Level:	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.	Develop high-standard, pedagogically robust teaching materials, and effectively deliver and assess modules across foundation, undergraduate, and postgraduate levels within the School of Education while contributing to curriculum development and programme enhancement activities.
2.	Provide tailored research supervision and academic mentorship to research students at all levels, including guiding them in designing, conducting, and reporting rigorous educational research appropriate to their stage of development while maintaining high scholarly standards.
3.	Conduct rigorous and high-impact research in TESOL and cognate fields, including leading or collaborating in the process of research funding application, producing peer-reviewed publications and other relevant research outputs, and fostering local and international research collaborations.
4.	Implement and complete administrative duties and any other related tasks in a timely, proactive manner that advances the School's and/or the university's objectives.
5.	Demonstrate measurable progress in professional development through enhanced subject expertise, refined research methodologies, and improved pedagogical practices throughout the appointment.
6.	Demonstrate professional integrity through independent and consistent ethics compliance, and responsiveness to institutional communications and updates (e.g., emails, requests, meetings, training) within agreed/reasonable timeframes; proactively resolving issues within their remit before escalation; and documenting and transitioning work appropriately before absences.

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"> teaching at primary and/or secondary schools mentoring and/or supervising teaching at primary and/or secondary schools. 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.