



JOB DESCRIPTION

Position Title	:	French Lecturer
Department	:	Foundation Year
Report to	:	Director of Foundation Year
Reportees	:	N/A
Employer	:	University of Puthisastra
Location	:	Phnom Penh, Cambodia

I. Position Summary

- ✓ To teach a four-credit subject for Foundation Year students in which they will familiarize themselves with the basic French language, where they will be able to speak, read, write, and listen in French
- ✓ To cooperatively work with other lecturers to design course materials, improve the curriculum, and progress teaching and learning methods and assessments, and develop weekly lesson plans

II. Duties and Responsibilities

- ✓ Teach one (or more) courses three hours in a week
- ✓ Attend monthly course meetings
- ✓ Develop up-to-date course outlines, lecturers, handouts, learning resources and assessments
- ✓ Manage project-based learning
- ✓ Perform other duties and assume additional responsibilities as assigned by the Director of Foundation Year

III. Qualifications and Requirements:

1. Experience:

- ✓ Experience in teaching at universities in a relevant subject

2. Education:

- ✓ Bachelor's degree, Master's degree or Doctorate in science fields
- ✓ A good command of French and English: Speaking, writing, reading and listening

3. Skills/Competencies:

- ✓ Communicate French and English (both written and spoken) effectively
- ✓ Work in close collaboration with colleagues and staff members
- ✓ Develop the most suitable teaching practice
- ✓ Work in a multicultural environment
- ✓ Use internet, emails and other types of social medias
- ✓

The University welcomes Cambodian and international candidates