

Position Title	Post-doc
Department	
Job Code	

Job Description

The job purpose is to teach students enrolled in the Master in Marketing, management, communication, media and to supervise the works that the students have to perform in their curriculum. She or he will be also in charge of coordinating the courses with the professors and professionals teaching in the program, in relation with CELSA, the Higher School of Communication of Sorbonne University in Paris.

She or he will be also in charge of exploring the opportunity to create an Executive program in the fields of Marketing, management, communication and/or media, and then of engineering and implementing it.

Key Responsibilities:

The Master in Marketing, management, communication, media hires a post-doc in Communication studies, Media studies, Cultural studies, etc. The position will be mainly related to the Master in Marketing, management, communication, media, under the supervision of CELSA and SUAD's DVC-Academic affairs-

- **Lecturing**

- Deliver teaching courses to facilitate student-learning outcomes and aim for teaching excellence for the department, in particular a course in communication studies and a course of qualitative research methodology (content analysis, semiotics, interviews, ethnography.).
- The normal workload of a Post-Doc at SUAD is 117 teaching hours per semester.

The faculty selected on this position will be in charge of

- a- 52 contact hours, breakdown as follows :
 - 20 teaching hours,
 - 32 hours of supervision of student's work
- b- 15h of pedagogical coordination for the MMCM
- c- 50h of teaching load reduction in relation with the preparation and the implementation of an Executive Education program in the fields of Marketing, Management, Communication and/or Media

- **Student follow up**

- Conduct assessment of the students' work in coordination with the professionals teaching in the Master 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.

- Participation to the follow-up of the student's thesis.

- **Administrative:**

- Work with administrative departments to support the development and implementation of academic innovations and needs such as Student Recruitment; Admissions; Library learning resources, IT teaching technology.
- Represent the faculty on relevant committees in order to ensure appropriate governance and progress in the programs delivered to the students.
- Liaise with the Academic Coordinator to coordinate teaching requirements.

Qualifications and requirements

- Relevant academic education at doctoral level or equivalent in communication studies, media studies, cultural studies, etc.
- Experience from the communication, marketing, management or media field or other relevant activities, would be appreciated
- Very good oral and written command in English
- Documented pedagogical qualifications and experience will be emphasized and experience of research work within the field is required.

Desired skills and competencies

- Ability to motivate and inspire students
- Strong interpersonal skills that encourage a good working environment
- Innovative thinking and flexibility

Profile (Minimum Qualifications, Minimum Experience, Job Specific Skills)

Minimum Qualifications:

- PhD student in communication studies, media studies, cultural industries studies, etc.

Minimum Experience:

- Academic background and experience in teaching at the university level for undergraduate and graduate programs

Job-Specific Skills:

We're looking for:

- Students counselling and supervising, especially for the applied works
- Ability to teach and work with persons from culturally diverse backgrounds.
- Languages: English is mandatory.

Conditions

- Starting date: January/February 2022.
- Local limited 5 months contract in accordance with the UAE law, renewable.

Grade

NA

Package Details

AED 10,000 per month
Accommodation at Sorbonne students' residence

How to apply	http://www.sorbonne.ae/vacancies/
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Application to be sent by	
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