



Botswana Accountancy College (BAC) is a Premium Institution with all the hallmarks of a supreme learning environment characterised by an international footprint. BAC is a highly focused business school which is continuously forging relations with renowned international partners i.e universities and global professional bodies. As a learning institute driven by the passion to excel, we are recognised for the quality of our programmes and their relevance to the needs of the economy. We subscribe fully to the growth of Botswana's human capital development agenda and are a key player in the national human resources development and skills capacity building programme. Our vision is anchored on excellence in knowledge production so if you are a professional of distinction, you need to be part of the best of the breed in the knowledge industry.

VACANCY NOTICE

LECTURER – ACCOUNTING AND FINANCE (X2)

(3 YEARS FIXED TERM CONTRACT) TENABLE IN GABORONE

MAIN PURPOSE OF THE JOB

To develop and produce learning and teaching material, support Programme Leaders and/or Coordinators and other members of the academic team with student induction, student remediation, academic counselling, student surveys and module evaluation to ensure that the delivery of teaching, learning and assessments is efficient and in accordance with the College's strategy, policies and procedures.

KEY PERFORMANCE AREAS

- Student Retention
- Subject Matter Expertise
- Lecturing and Teaching
- Programme Development and Coordinati
- Research Quality, Ethics & Integrity
- Academic Quality Management
- Academic Programme Development and Review
- Academic Assessment
- Customer Focus
- Test Development and Analysis

COMPETENCIES AND SKILLS REQUIRED

- Academic Governance & Leadership
- Innovation
- Community Engagement
- Execution and Delivery
- Technical Expertise
- Building Relationships
- Influencing Through Communication
- Drive
- Integrity
- Leading Change

EXPERIENCE AND QUALIFICATION

- Masters' degree or equivalent in the related field.
- PGCE (Postgraduate Certificate of Education) or other teaching qualification as well as a BQA accreditation (or accreditation from a recognized qualification authority).
- At least four (4) years of post-qualification experience in educational planning and management, two (2) of which should have been teaching at a junior lecturer level within a higher education institution.
- Operational knowledge of applicable legislation and relevant academic policies, standards and programmes, student administration and management, academic assessments, academic quality management, curriculum development, learning and teaching management.

APPLICATION PROCEDURE:

All applications accompanied by cover letter, curriculum vitae and certified copies of ID and academic certificates should be emailed to recruitment@bac.ac.bw (stating the position being applied for as the subject of the email) before close of business on **9th May 2025, 1700hrs.**

APPLICATIONS SHOULD BE ADDRESSED TO:

Head of Human Resources
Botswana Accountancy College
P/Bag 00319
Gaborone

NB: Botswana Accountancy College will enter into correspondence only with shortlisted candidates.