



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/ SENIOR LECTURER - ACCOUNTANCY

(3 YEAR FIXED-TERM CONTRACT) TENABLE IN GABORONE

### MAIN PURPOSE OF THE JOB

To develop, manage and monitor postgraduate and undergraduate programmes. This includes associated operational administration, curriculum development and quality management and enhancement (including accreditation by relevant professional bodies/institutions where appropriate).

### KEY PERFORMANCE AREAS

- Lecturing and Teaching
- Student Retention
- Subject Matter Expertise
- Programme Development and Coordination
- Learning and Teaching Management
- Test Development and Analysis
- Academic Assessment
- Customer Focus
- Academic Programme Development and Review

### COMPETENCIES AND SKILLS REQUIRED

- Research Quality, Ethics & Integrity
- Academic Governance & Leadership
- Academic Quality Management
- Research Commercialisation & Innovative Funding
- Execution and Delivery
- Student Leadership Development

### QUALIFICATION

- Fellow Member of BICA, ACCA, CIMA or IFAC recognized Chartered Accountancy Qualification acceptable to BAC.
- PGCE (Postgraduate Certificate of Education) or other teaching qualification as well as a BQA accreditation (or accreditation from a recognized qualification authority)

### EXPERIENCE FOR LECTURER

- Four (4) years post qualification experience in the Educational planning and management, two (2) of those should have been teaching at the Junior Lecturer Level within a Higher Education Institution.

### EXPERIENCE FOR SENIOR LECTURER

- At least six (6) years of post-qualification experience in educational planning and management, three (3) of which should have been teaching at 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, research, curriculum development, learning and teaching management.
- The successful candidate must have demonstratable knowledge in teaching in the following areas:
  - Option 1: Teaching the ACCA, CIMA and BICA Case studies; Strategic Management and Risk Management.
  - Option 2: Teaching the ACCA Strategic Business Reporting module, ACCA Financial Reporting module, BICA Corporate Reporting Module, BICA Financial Accounting & Reporting module, CIMA Advanced Financial Reporting module.

### 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](mailto:recruitment@bac.ac.bw) (stating the position being applied for as the subject of the email) before close of business on **9<sup>th</sup> 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.**