

THE TEE COLLEGE, JOHANNESBURG, IS SEEKING AN ACADEMIC
COURSE WRITER FOR AN INITIAL CONTRACT UNTIL DECEMBER 2010

TEE College is an ecumenical theological training college, which equips people for Christian ministry across Southern Africa, through distance education.

Requirements

QUALIFICATIONS, EXPERIENCE, COMPETENCIES:

Qualifications:

- MTh preferably in the fields of Systematic Theology, Church History or Old Testament

Knowledge:

- Excellent knowledge of theological issues / subjects
- Practical knowledge of course writing, proof reading and editing
- Good insight into the South African context
- Good understanding of the College's structure and organogram

Skills:

- Academic administration
- Good communication
- Computer literate especially in Microsoft applications

Competencies:

- Cross cultural and gender sensitive
- Self motivated / self-managing
- Detail-oriented
- Task focused and can work to deadlines
- Proactive
- Pressure resilient
- To work as part of a team
- Professional image
- ◆ Ability to speak and write English fluently. Other official languages will be an advantage.
- ◆ Committed Christian in good standing and active within the church

The TEE College is an equal opportunity employer. Salary will be situated on Notch A5+3 of the College salary scale (R 17 000 total cost-to-college pm). Normal fringe benefits applicable. An extension of the initial contract may be negotiated before December 2010 depending on the needs of the College.

Please submit your CV together with THREE contactable references – ONE OF WHICH MUST BE A LETTER OF RECOMMENDATION FROM YOUR CHURCH MINISTER, to :

The Director,	TEE College
P O Box 74257	20 Gantner Street
Turffontein	Haddon
2140	Johannesburg

Tel : 011 683-3284 Fax : 011 683-3522 Email : admin@tee.co.za

CLOSING DATE FOR APPLICATIONS : 15th MARCH 2010
TEE College reserves the right not to make an appointment.