



# NORTHERN CARIBBEAN UNIVERSITY

*A Seventh-day Adventist Institution*

**Applications are invited from suitably qualified individuals to fill the following position on the Main Campus:**

## **Instructor, Social Work**

### **Job Summary**

This position exists within the Department of Behavioural and Social Sciences. The incumbent will be required to deliver face to face courses at the undergraduate level; advise and guide students; participate in curricula and course development; conduct student evaluation; and play an active role in the research agenda and the strategic direction of the Department.

### **Qualifications and Experience Required:**

- Master of Social Work degree from an accredited university.
- At least three years' experience teaching at the undergraduate level.
- Membership in a professional body.

### **The ideal candidate should:**

- Possess excellent oral and written communication skills.
- Be able to lead the design and production of peer-reviewed publications and/or practitioner outputs, and/or disseminate research findings.
- Be able to use appropriate teaching, learning support and assessment methods.
- Demonstrate strong interpersonal skills, integrity, dependability, sound judgment, team building and resourcefulness to establish and maintain collaborative, positive, and effective working relationships with students and colleagues.
- Be actively concerned for students' spiritual as well as academic welfare, and feel responsible to assist them in the pursuit of worthy goals.
- Be knowledgeable of and committed to the philosophy, principles and mission of the Seventh-day Adventist Church in education and give witness to these values in his/ her professional and Christian life.

## APPLICATION GUIDELINES

1. The subject line of the application should contain the name of the position that is being applied for as listed above e.g. “**Social Work Instructor**” and addressed to:

The Director, Human Resource  
Northern Caribbean University  
Manchester Road  
Mandeville, Jamaica, West Indies  
Phone: 876-963-7168  
E-mail: [hr@ncu.edu.jm](mailto:hr@ncu.edu.jm)

2. Applications should be made by sending the following information as **ONE single attachment** (either in PDF or word format) to [hr@ncu.edu.jm](mailto:hr@ncu.edu.jm) incorporating all of the below required information:
  - A Curriculum Vitae, including all qualifications and experience, and a cover letter addressing your interest and suitability for the role;
  - The names, email addresses, correspondence addresses and telephone numbers of three referees whom the University may contact.
3. Short-listed candidates will be expected to present original degrees and request transcripts of their grades to be sent directly to the Human Resource Department
4. A detailed job description will be provided at the interview.
5. The position to be filled by Fall 2025.
6. **Application Deadline:** The completed application documents should be forwarded by email to arrive no later than **Friday, July 18, 2025**.

**As a Seventh-day Adventist institution, NCU gives preference to qualified individuals who are members of the Seventh-day Adventist Church.**