



JOB DESCRIPTION

Job Title:	Associate Professor of ASEAN/Southeast Asian studies
School/Department:	School of Politics and International Relations, Faculty of Arts and Social Sciences (FASS)
Job Family and Level:	Level 6
Contract Status:	5-year contract
Location:	Semenyih campus
Reporting to:	HoS PIR, Dean of FASS
Purpose of role:	School Teaching; Research & Knowledge Exchange; Supervision; Administration & School Growth; Pastoral Care

Generic role:

No.	Main Responsibilities
1.	Research & Knowledge Exchange
2.	Academic Teaching
3.	UG/PGT/PGR Supervision
4.	Administration & School Growth
5.	Pastoral Care

Specific role:

No.	Main Responsibilities
1.	Serve as the foundation of the School's gradual move towards offering a specialisation on ASEAN and Southeast Asian studies, starting with research and then teaching
2.	The member of the staff will be responsible for generating relevant ASEAN and Southeast Asian studies-related research outputs (peer-reviewed research in top publication outlets, international grants, network-building (academia, government, civil society), participating in prestigious international conferences, generating policy outputs, etc)
3.	Actively recruiting (through winning international grants)/supervising PGR students as well as supervising dissertations of UG and PGT students
4.	Undertake research supportive of knowledge exchange and policy engagement
5.	Developing core and elective modules around the study of ASEAN and Southeast Asian studies in alignment with the School's redirection towards teaching about diplomacy

6.	Serve as the School's Director of Research & Knowledge Exchange as well as its Ethics Officer
7.	Display due regard for student well-being, principally by providing counselling, advice, referrals and references as needed

Job Requirements:

Specification	Essential	Desirable
Qualifications/ Education	PhD from an accredited and regarded university as well as the minimum of an associate fellowship on a recognized Postgraduate Certificate of Higher Education scheme	Record of significant employment at Assistant and Associate Professor level in a recognized local or international university; visiting research positions/fellowships/external examiner/external reviewer roles are desirable; being a member of one or more quality journal article editorial boards is highly desirable; being an active and leading member of a relevant academic association (e.g. International Studies Association; Political Studies Association) is desirable.
Knowledge and Skills	Knowledge of academic disciplines of International Relations and Political Science (specifically ASEAN and Southeast Asian studies); evidence of research abilities leading to quality publications and knowledge transfer; experience winning and managing international grants and other sources of funding; a stellar reputation outside of academia (media/online commentary, policy community, etc.); significant experience in module development; experience in university administrative and leadership roles.	Research activities that support external/policy/civil society engagement
Working Experience	University position and commensurate teaching experience	
Character Attributes	Collegial nature, good citizenship, capacity for demanding work role in a major international satellite campus in a developing country context, concern for student well-being; engaging in community service.	
Others	Command of social media for student recruitment purposes and dissemination of research outputs is highly desirable; familiarity with online teaching tools	