

**INDEPENDENT CONTRACTORS (EXTERNAL MODERATORS)**  
**DEPARTMENT OF GEOGRAPHY**  
**SCHOOL OF ENVIRONMENTAL SCIENCE**  
**COLLEGE OF AGRICULTURE AND ENVIRONMENTAL SCIENCE**  
**UNIVERSITY OF SOUTH AFRICA**  
**43x MARKERS**  
**REF/CAES/GEOGRA/RM-CN 022024**

Assessment is an integral part of curriculum development as outlined in the Curriculum Policy. During curriculum development an assessment strategy is developed that is aligned to the ODeL Policy and strategy of UNISA. Assessment can have different focuses, namely to:

- Improve the quality of students' learning experiences by focusing on significant knowledge, skills, attitudes, and values, and providing motivation to work through the material through tasks and feedback, known as assessment for learning.
- Focus on the ability to transfer knowledge to new contexts and to apply knowledge in specific contexts in line with the NQF level descriptors and other taxonomies of learning.
- Focus on programmatic and graduate attributes and critical cross-field outcomes in assessment of learning.
- Make academic judgements related to diagnostics, placements competence, progression and/or qualification completion; and as a feedback mechanism to improve curricula, known as assessment of learning; and to
- Create opportunities for students to engage with the content, with their context, with the lecturer and with fellow students (**Unisa Assessment Policy, 2011**).

The Department of Geography is inviting suitable applicants for providing assessment services to be appointed as independent contractors (External Marker) on a yearly basis. The purpose of this positions is to appoint competent and suitable candidates to moderate assessment tasks professionally and ethically align to the Assessment Policy and Guidelines.

**Requirements:**

- Applicable and relevant equivalent to **NQF level 9** (e.g. Geography Masters` degree) OR **NQF level 10** (e.g. PhD in the appropriate discipline)

**Duties:**

- Moderate assessment task professionally
- Comply and adhere to all Unisa tuition, assessment and examination and plagiarism policies and guidelines
- Act in the ethical and professional manner dealing with all assessment tasks
- Execute duties as stipulated in contract and task agreement
- Marking of student of assessment tasks fairly and consistently
- Meet deadlines of allocated assessment task
- Maintain confidentiality of all assessment tasks

**Knowledge, skills, and abilities:**

- Basic knowledge of the discipline applying for
- Basic knowledge of assessment and assessment practices
- Basic knowledge of marking and procedures
- Basic knowledge of constructive feedback on assessment tasks
- Basic knowledge of academic dishonesty and plagiarism
- Knowledge of teamwork/leadership skills
- Good interpersonal and communication skills (listening, speaking, reading, and writing)
- Must be honest / ethical and show empathy when required to mark assessment tasks
- Must have good problem-solving and decision-making skills
- Must be service orientated (Actively looking for ways to help and support lecturer or students)
- Must have good time management skills
- Ability to resolve conflict and maintain confidentiality of all assessment tasks
- Ability to work under pressure with adherence to deadlines

**Recommendations:**

- Computer and Internet skills
- Have own desktop computer or laptop and internet connectivity (no computers or data bundles will be provided)
- Advanced communication skills and proficiency in English
- Digital literacy skills – competent in ICT and online learning environments
- Experience in online marking tools or software or LMS (Moodle will be an advantage)
- Commitment to marking and meeting deadlines for all assessments
- Friendly, patient, and sensitive to a diversity of students

**To apply please fill the application form by clicking this link <https://forms.office.com/r/T5jZEK8tY1> and submit the following documents via e-mail.**

- 1) An application letter indicating willingness to mark assignments and/or exam scripts for any of the modules listed below.
- 2) Comprehensive **UPDATED** and signed curriculum vitae (most recent)
- 3) Only a certified copy of the **HIGHEST** qualification as per requirement
- 4) Certified copy of ID/Passport and valid visa

**Please write the module code of the module you are applying for on the subject line of the e-mail.**

**Note: The required documents should be submitted as a single file (one PDF) to the email provided below**

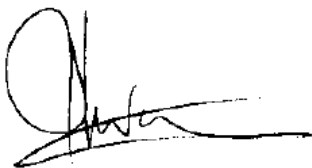
Email applications to the attention of [caesmarkers@unisa.ac.za](mailto:caesmarkers@unisa.ac.za)

**Assumption of duty:** The candidates will have to undergo **an interview (either face-to-face or Microsoft Teams)** and **online Moodle training sessions**. Completion of the prescribed training on various aspects of Marking on the Moodle platform is compulsory.

**Closing date: 27 February 2024**

**Independent Contractor (Markers) positions are available in the modules listed in the Department of Geography**

<b>Module Code</b>	<b>Module Name</b>	<b>Number of Markers</b>
GGH2601	The African Challenge: People and Environment	10
GGH2602	The Geography of Services Provision	6
GGH2603	The Interpretation of Maps, Aerial Photographs and Satellite Images	4
GGH2604	People and The Natural Environment: Use and Impact	4
GGH2605	Environmental Politics	1
GGH2606	Geography of Tourism	1
GGH3701	State of the Environment in Southern Africa	6
GGH3702	Spatial Economic Development	3
GGH3703	Introduction to Geographical information System	2
GGH3704	Development of Urban Space	1
GGH3705	Environmental Evaluation and Impact Assessment	2
GGH3707	Ecotourism	3
<b>Total</b>		<b>43</b>



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**Name (Executive Dean)**