

Position Title	Junior / Lecturer / Senior Lecturer (Skills)
Position Level	<i>Commensurate with educational and service qualifications</i>
Position Status	Regular, Faculty
Reports to	Vice Dean, Academic Council

Job purpose

JSW Law School is a young, undergraduate college serving up to 125 undergraduate students, with a current teaching strength of about 15 lecturers and professors. The Instructor will be responsible for teaching or co-teaching one to two undergraduate law courses per semester (usually no more than three per academic year). The Instructor will also be responsible for serving on governance committees as appointed and for generating and performing independent and collaborative research.

Duties and responsibilities

The duties are as follows:

- **Teaching:** Teach or co-teach two to three 15-week courses, specializing in legal skills courses (e.g. writing, research, and advocacy). Work with other faculty to incorporate legal skills components into their courses. Design and grade writing assignments, final examinations, and other evaluation methods as necessary.
- **Administrative:** Train to assume leadership role eventually for the skills programme at JSW Law. Attend regular Academic Council meetings (approximately two per month). Serve on other committees as appointed, for example, by the Dean.
- **Research:** Design and conduct substantive and pedagogical research for publication and presentation, either alone or in conjunction with other faculty and staff.

Qualifications

- **Fluency in English.** Native-speaker level fluency in written English and excellent grammatical and writing skills in English are demanded above all else.
- **Education.** Bachelor's degree or equivalent required. (Law degree not required.)
- **Minimum of two years teaching, or work experience required.**
- The candidate should also be fluent in spoken and written Dzongkha.
- The candidate should have excellent legal writing skills, with some experience (in college or in service) in writing of legal memoranda, briefs, and similar formats.
- The candidate should have excellent oral skills, with some experience in delivering or teaching oral advocacy.
- The candidate should have a passion for teaching undergraduate students.

Working conditions

The Instructor will be required to grade and provide thorough written and oral critiques to up to 25 students per semester; this involves a significant investment of time. The

Instructor will also design his or her own course (in consultation with senior faculty) and conduct class meetings up to three times per week, per class.

Direct reports

Vice Dean, Academic Council

Approved by AC/HRC:	<i>55th AC meeting (re-approved)</i>
Date approved:	<i>25 April 2019</i>
Reviewed:	<i>Michael Peil, Vice Dean, 25 April 2019</i>