ICC Specialist for Navigating the Digital World
Nanyang Technological University

Job Title	ICC Specialist for Navigating the Digital World
Department	Interdisciplinary Collaborative Core (ICC) Office
Institution	Nanyang Technological University
	Singapore, , Singapore
Date Posted	Feb. 18, 2025
Application Deadline	Apr. 30, 2025
Position Start Date	Available immediately
Job Categories	Lecturer/Instructor
Academic Field(s)	Computer Engineering
	Computer Science
Job Website	https://ntu.wd3.myworkdayjobs.com/Careers/job/NTU-Main-Campus-Singapore/ICC-Specialist-for-Navigating-the-Digital-World_R00019828
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Job Description

Young and research intensive, Nanyang Technological University, Singapore (NTU Singapore) is ranked among the world's top universities.

The Interdisciplinary Collaborative Core (ICC) Office at NTU Singapore oversees new curricula focusing on key transferable skills and global challenges using interdisciplinary approaches to learning.

The rapidly changing nature of work, compounded by the relentless speed of innovation, necessitates that our graduates constantly acquire new knowledge and competencies, and adapt to several career changes over their lifetimes. As forward-looking educators, we are in continual pursuit of providing a holistic education grounded in future-ready skills which will prepare our graduates for lifelong learning and global citizenship.

Such an education needs to transcend the traditional boundaries of disciplines to address the nexus between theoretical and practical learning; "hard skills" and "soft skills"; and core curriculum and co-curriculum. Hence, NTU launched a new curriculum structure in 2021 to address these needs, featuring a range of Interdisciplinary Collaborative Core (ICC) Courses.

The Interdisciplinary Collaborative Core (ICC) Office invites applications for a Specialist/ Senior Specialist position for a course titled **'Navigating the Digital World'** at Nanyang Technological University.

With digitalisation now becoming the new normal in our daily life, this course seeks to equip students from different disciplines with problem-solving techniques with the aid of digital technology and to enable students to acquire some essential digital skills that are crucial in today's workforce. In this course, students will learn how to apply the concept of computational thinking and quantitative reasoning to solve problems and analyse data. Students will also learn how to identify online threats and understand the principles of ethics and intellectual property rights in the digital world. Students will be exposed to current issues in the digital world, which they can better understand through the logic of computational thinking and quantitative reasoning, such as cybersecurity and the rise of fake news. In addition, students will learn how to use some of the latest online tools for effective presentation, communication, and collaboration in teams during the course.

Responsibilities

The hired Specialist/ Senior Specialist will have the following responsibilities:

- **Teaching and Facilitation**: Conduct all teaching assignments through both face-to-face and virtual delivery, ensuring effective engagement and learning.
- **Course Planning and Development**: Develop instructional plans (course outlines/syllabi) that meet university standards, while continuously designing, refining, and improving lesson plans, activities, assignments, and rubrics to enhance student learning.

- **Student Engagement**: Foster active class discussions and ensure high levels of student participation and engagement throughout the course.
- **Course Administration and Coordination**: Manage administrative tasks, including course evaluation, maintaining attendance records, updating online course materials, and providing academic counselling to support student progress. When called upon to serve as a Course Coordinator, the responsibilities include leading the course and overseeing all course level administrative and policy matters to ensure the smooth running of the course. Course Coordinators are also expected to work closely and collaboratively with other instructors and relevant stakeholders.
- **Assessment and Feedback**: Conduct assessments, grade assignments, provide timely feedback, and address student consultations on both academic and non-academic matters.
- **Resource Development**: Create and maintain course materials and learning resources to support and enhance student learning experiences.
- **Progress Monitoring and Reporting**: Provide regular updates on course performance and student progress for reporting and strategic planning purposes.
- **Team Collaboration**: To maintain a positive and supportive environment for all stakeholders.
- **Professional Conduct**: Uphold values of integrity, care, respect, impact, service and partnership in all activities undertaken for, or on behalf of, NTU.
- **Other Duties**: Perform additional responsibilities as assigned.

Personal Attributes

Candidates should possess the following attributes:

- Modeling curiosity and a passion for knowledge to inspire students and a willingness to embrace new technologies and innovative approaches.
- Ability to develop engaging and interactive learning experiences and to find new ways to relate concepts to real-world applications.
- Strong communication skills with the ability to clearly explain complex concepts and instructions.
- Skilled in active listening to understand student perspectives and concerns.
- Have the capacity to encourage students to think deeply and critically about course material and to guide them through problem-solving and complex discussions.
- Ability to work with students as partners in the learning process and to encourage peer collaboration and group activities in class.
- Skilled in leading discussions and guiding group activities without dominating them to encourage active participation, questioning, and dialogue among students.

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- Ability to design and manage class schedules, pre-class materials, and in-class activities and to keep track of student progress and providing timely feedback.
- Familiarity with learning management systems, video platforms, and collaboration tools.
- Committed to continuous improvement in teaching practices.

Requirements

Candidates with the following qualifications are encouraged to apply:

- Masters or PhD training in computer science or computer engineering or related fields.
- Teaching and mentoring experience. Experience with team teaching is preferred.
- Interest and/or proficiency in technology-enhanced learning (e.g., developing online learning activities and assessments, creating lectures to be streamed online).
- Passionate about and well informed on new and emerging technologies in the digital space.
- Ability to work in a team.
- Experience with teaching computational thinking to non-STEM students is an advantage.
- A demonstrated potential for scholarship is an advantage.
- This position is best suited for those with prior relevant experience

Emoluments

Salary is competitive and commensurate with qualifications and experience. The University offers a comprehensive fringe benefit package.

Application Procedure

The closing date for applications is **30 April 2025.** Only shortlisted candidates will be notified. Applicants are invited to submit their applications (cover letter, CV, research and teaching statements, and Google Scholar citation report if available).

Contact Information

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