

The University of KwaZulu-Natal (UKZN) is committed to Employment Equity with the intention to promote representivity within the Institution. Preference will be given to applicants from the designated groups in accordance with our Employment Equity Plan.

**COLLEGE OF AGRICULTURE, ENGINEERING AND SCIENCE**

**ARC-KREATE SCIENCE OUTREACH OFFICER (1 POST)  
(PEROMNES GRADE 9)  
(1 YEAR FIXED TERM APPOINTMENT)  
ASTROPHYSICS RESEARCH CENTRE  
SCHOOL OF MATHEMATICS, STATISTICS AND COMPUTER SCIENCE  
WESTVILLE CAMPUS**

**REF NO.:MSCS104-2022**

We invite candidates to apply for this position with a background in Science or Research, which is based within the School of Mathematics, Statistics, and Computer Science. Astronomy is a strategic focus area at UKZN as the University seeks to position itself as an international centre of research in this field. ARC offers a vibrant educational and research environment in Astronomy and has many well established national and international collaborative research links. The successful candidate will be responsible for coordinating both in-reach and outreach activities in conjunction with KREATE and ARC committees. In-reach activities include coordination of the academic pipeline to attract new students into astronomy, planning school visits, answering current and prospective student queries, supporting the undergraduate recruitment committee, and planning internal centre events. Outreach activities include the creation and maintenance of communications plans, stakeholder communications (including assisting with reporting), planning and coordinating public outreach activities, and assisting in digital outreach activities. The incumbent is also required to use their excellent communication skills using Ms Word, Excel, PowerPoint, Zoom and Google Drive to liaise with colleagues and external partners in writing reports. The incumbent will also need to have web development skills. Funding for this position is provided through the KREATE NPC. This position is strictly full time appointment and limited to one year due to the nature of the funding source.

**Minimum Requirements**

- 3-Year relevant degree
- 1-Year experience with science or research communication
- 1-Year experience supporting students and researchers through university processes

More information about KREATE is available at <https://kcreate.ukzn.ac.za/> . Enquiries and details regarding this post may be directed to the Project Coordinator for this post, Ms. Xolile Kineri, e-mail: [KineriL@ukzn.ac.za](mailto:KineriL@ukzn.ac.za)

The closing date for receipt of application is 18 November, 2022

Applicants must complete the relevant “support” application form which is available on the Vacancies website at [www.ukzn.ac.za](http://www.ukzn.ac.za). Completed forms should be submitted to [KineriL@ukzn.ac.za](mailto:KineriL@ukzn.ac.za). The Advert Reference Number MUST be clearly stated in the subject line.