

## **Non Faculty Appointment Information Sheet (Associate in Education)**

## **Associate in Education**

- For candidate who will support the education initiatives related to the Department to deliver high quality and consistency in the programme of learning.
   More information on the <u>job description</u> can be accessed on the Duke-NUS intranet [Using your NUSNET ID credentials and VIP Access (2FA)]
- Four levels: Associate I, Associate II, Senior Associate, Lead Associate

Title	Criteria
Associate I	Degree holders with at least 2 years of knowledge, skills and expertise in the relevant field.
Associate II	<ul> <li>Master's Degree/Medical Degree with at least 2 years of experience or;</li> <li>Degree with at least 4 to 6 years of knowledge, skills and expertise in the relevant field.</li> </ul>
Senior Associate	<ul> <li>PhD or;</li> <li>Master's Degree/Medical Degree with at least 4 to 6 years of relevant work experience or;</li> <li>Degree holders with at least 7 years of experience with good knowledge, skills and expertise in the field may also be considered.</li> </ul>
Lead Associate	<ul> <li>PhD with at least 5 years of experience or;</li> <li>Master's Degree/Medical degree with at least 10 years of experience.</li> </ul>

## Non Faculty Appointment Workflow

