



## SRI LANKA FOUNDATION

### Calling Applications for Visiting Lecturers

The Sri Lanka Foundation invites applications from suitably qualified professionals to serve as Visiting Lecturers in the Diploma in Special Needs and Inclusive Education for a period of one (01) year.

Applicants must be citizens of Sri Lanka and be physically and mentally fit to perform the duties of the assignment.

#### Qualifications

Bachelor's degree in Education from an institution recognised by the University Grants Commission (UGC)

OR

Postgraduate Diploma in Education with a minimum of three (03) years teaching experience, preferably in the field of Special Needs Education

OR

One year Diploma in Special Needs Education from an institution recognised by the UGC or Tertiary and Vocational Education Commission (TVEC) with a minimum of three (05) years working or teaching experience, in the field of Special Needs Education.

**Age limit:** Candidate should be between 30-65 years

#### Responsibilities and Duties of the Resource Persons

##### Teaching and Instruction

- Deliver lectures, tutorials, or practical sessions according to the approved curriculum and timetable.
- Ensure subject content is accurate, current, and aligned with course learning outcomes.

##### Lesson Preparation

- Prepare lesson plans, lecture notes, presentations, and teaching materials in advance.
- Adapt teaching methods to suit the level and background of students.

##### Student Assessment

- Design, administer, and mark assignments, tests, presentations, or examinations as required.
- Provide fair, timely, and constructive feedback to students.

##### Academic Standards and Quality

- Maintain academic integrity and uphold institutional policies, rules, and ethical standards.
- Ensure assessments and grading meet required academic benchmarks.

**Student Support and Guidance**

- Clarify subject-related doubts and provide academic guidance when needed.
- Encourage critical thinking, participation, and independent learning.

**Coordination with Institution**

- Liaise with course coordinators, heads of department, or academic staff regarding course delivery and assessment.
- Attend meetings when required.

**Record Keeping and Reporting**

- Maintain accurate records of attendance, assessments, and grades.
- Submit required reports, marks, and documentation on time.

**Professional Conduct**

- Demonstrate professionalism, punctuality, and respect toward students and staff.
- Act as a positive role model and maintain appropriate boundaries.

**Compliance and Responsibility**

- Follow institutional policies related to safety, confidentiality, and data protection.
- Respect diversity, inclusivity, and equal opportunity principles in teaching and assessment.

Interested applicants may send / hand over their applications together with a detailed Curriculum Vitae outlining academic qualifications and professional experience, in a sealed cover, addressed to **‘The Chairperson, Sri Lanka Foundation, 100, Sri Lanka Padanama Mawatha, Independence Square, Colombo 7** or email to [info@slf.lk](mailto:info@slf.lk) to reach the Sri Lanka Foundation Institute on or before **15<sup>th</sup> May 2026**. The words ‘Diploma in Special Needs & Inclusive Education’ should be stated on the top left-hand corner of the envelope.

Only the shortlisted applicants will be called for interviews. The decision of the Sri Lanka Foundation in respect of the selection of candidates shall be final and binding.

**Chairperson  
Sri Lanka Foundation  
100, Sri Lanka Padanama Mawatha  
Independence Square  
Colombo 7**