



<b>Title:</b>	Lecturer		
<b>Work Function:</b>	Teaching and Research	<b>Category:</b>	Teaching & Research (T&R)
<b>Level</b>	ALB		
<b>Date last updated:</b>	September 2016		

### 1. Purpose of Position

This role contributes to teaching and research, the balance of these two activities being variable by agreement through the Work Planning and Performance Review (WPPR) process, and carries out activities to maintain and develop scholarly activities relevant to the discipline or profession.

The incumbent is expected to have a growing profile in teaching, research and service/leadership. They are likely to lead or coordinate the work of other staff.

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### 2. Accountabilities and Responsibilities may include:

#### Teaching

- Deliver high quality teaching to undergraduate, honours and postgraduate students.
- Demonstrate a commitment to ongoing reflective improvement in teaching.
- Conduct tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and/or studio sessions, as appropriate, which stimulate and foster student learning.
- Mark and assess student work.
- Contribute to curriculum innovation and content design.
- Prepare and deliver substantial components of courses/units in collaboration with other colleagues.
- Act as a unit coordinator.
- Participate in teaching and learning external grant submissions.
- Supervise the program of study of honours students or postgraduate students engaged in coursework.
- Keep abreast of current discipline theory and practice.
- Undertake a range of administrative functions connected with the subjects taught.

#### Research

- Undertake nationally competitive and high quality research in discipline/field.
- Develop a coherent programme of research (to be agreed through WPPR process).
- Participate in and act as co or chief investigator in applications for competitive funding.
- Disseminate research findings through seminars, workshops and conferences
- Publish/exhibit in high quality refereed journals/outlets in manner consistent with disciplinary practice.

- Provide effective supervision or research honours, research masters, and research doctoral students.
- Aspire to be recognised nationally for research in the field.
- Undertake administrative functions associated with research activities.

### **Service and Leadership**

- Contribute to academic service, collegiality and engagement, including efficient management of internal service roles.
- Significantly contribute to external activities relevant to the discipline/profession and community engagement.
- Contribute to the development of a collegial and supportive working environment. Model a high standard of professional behavior consistent with the University Code of Conduct and Vision, Mission and Values.

## **3. Compliancy and Legislative Requirements**

### **Occupational Safety and Health**

All supervising staff are required to undertake effective health and safety measures to ensure compliance with the Occupational Safety and Health Act 1984 and related legislative requirements.

All staff must comply with requirements of the Occupational Safety and Health Act and all reasonable directives given in relation to health and safety at work, to ensure compliance with University and Legislative health and safety requirements.

### **Ethics Equity and Social Justice**

All staff are responsible for informing themselves of their obligations and responsibilities in relation to Ethics, Equity and Social Justice. In particular, all staff must demonstrate appropriate and professional workplace behaviours in accordance with the University's Values and Code of Conduct.

**Staff must familiarise themselves and comply with all other University policies and procedures and legislation relevant to the position.**

## **4. Selection Criteria**

*Applicants are not required to address each element of the selection criteria, but should provide sufficient information in their application to enable the selection panel to make an informed assessment of their suitability for the role.*

*Applicants need to consider Curtin's Values and how they apply to the advertised position. Curtin is looking for a demonstrated commitment in their professional and/or personal life to the Values of Curtin which are:*

- *Integrity – to act ethically, honestly and with fairness*
- *Respect – to listen, value and acknowledge*
- *Courage – to lead, take responsibility and question*
- *Excellence – to strive for excellence and distinction*
- *Impact – to empower, enable and inspire*

## Essential

1. A doctoral qualification in relevant discipline.
2. Demonstrated high level teaching skill and a demonstrated reflective approach to teaching delivery.
3. A strong understanding of pedagogical theory and contemporary educational practice relevant to the discipline and a record of contribution to scholarship in teaching.
4. An established record of research outputs/creative works in high quality refereed academic journals/outlets consistent with the discipline.
5. A history of successful competitive grant applications.
6. Demonstrated ability to supervise higher degree research students.
7. Demonstrated experience / capacity to undertake unit coordination role.
8. Demonstrated high level communication and interpersonal skills with a commitment to the development of a collegial and supportive working environment and the ability to interact with students and staff with cross cultural sensitivity.
9. Demonstrated commitment to applying relevant and applicable policies, procedures and legislation in the day-to-day performance of the functions of this position.

## 5. Capabilities and Behaviours (Curtin Leadership Framework)

It is a requirement that staff in leadership roles exhibit and model capabilities and behaviours consistent with the Curtin Leadership Framework (see [http://odu.curtin.edu.au/curtin\\_leadership\\_framework.cfm](http://odu.curtin.edu.au/curtin_leadership_framework.cfm) ). These include:

Managing Self	Leading Others	Leading Innovation & Change	Leading Strategically	Managing Operations
Understanding self & others	Building & leading high performance teams	Thinking creatively & fostering innovation	Thinking strategically & having vision	Managing Curtin resources
Modelling Curtin Values	Developing staff capability	Managing change	Setting goals & objectives	Continuous quality improvement
Managing time and wellbeing	Facilitating participative decision making	Influencing and inspiring others	Thinking analytically to solve problems	Managing complex projects
Building working relationships	Dealing with conflict			
Effective Communication				