



POSITION DESCRIPTION

Department of Optometry & Vision Sciences
Faculty of Medicine, Dentistry & Health Sciences

Senior Clinical Teaching Instructor

POSITION NO	0026485
CLASSIFICATION	Level A
WORK FOCUS CATEGORY	Academic Teaching
SALARY	\$69,148- \$93,830 p.a. (pro rata)
SUPERANNUATION	Employer contribution of 9.5%
WORKING HOURS	Part-time (0.6 FTE)
BASIS OF EMPLOYMENT	Fixed term position until 31 July 2018 Fixed term contract type: External Funding
OTHER BENEFITS	about.unimelb.edu.au/careers/working/benefits
HOW TO APPLY	Online applications are preferred. Go to www.jobs.unimelb.edu.au and use the Job Search screen to find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Daryl Guest Tel +61 3 9035 8755 Email daryl.guest@unimelb.edu.au <i>Please do not send your application to this contact</i>

For information about working for the University of Melbourne, visit our websites:

about.unimelb.edu.au/careers

Position Summary

The Department of Optometry and Vision Sciences is seeking to appoint an Optometrist with demonstrated clinical experience to work as a Clinical Teaching Instructor. The successful applicant will have therapeutic endorsement and an interest in clinical teaching. The successful applicant would be based predominantly in the recently expanded University of Melbourne Eye Care (UMeyecare) teaching clinic providing clinical teaching to Doctor of Optometry students and may also be involved in supervising students in the two mobile clinical vans. The successful applicant will have the opportunity to up skill by working with clinical leaders in the profession. Direct optometric consulting will be required to be provided during the non-teaching periods. The successful applicant will be expected to work with the practice staff in the efficient operation of all aspects of the UMeyecare, including patient management, supervision of optometry students in a clinical teaching environment, operational daily management tasks and marketing and promotion of the expanded 16 consulting room modern practice.

This position is classified as a teaching specialist.

1. Key Responsibilities

1.1 TEACHING AND LEARNING

- ▶ To contribute to the teaching in the Doctor of Optometry courses and other Postgraduate Coursework offerings of the Department of Optometry and Vision Sciences, particularly in the areas of clinical ocular techniques and clinical examination techniques.
- ▶ Co-ordination of practical based optometry teaching subjects, including:
 - Clinical teaching and supervision of Optometry students examining patients at the UMeyecare
 - Preparation of high quality learning materials for students for clinical teaching
 - Marking of practical assignments and tests associated with those practical classes and clinical teaching sessions
 - Participation in the marking of final examinations
 - Provision of individual and group student consultation as required
 - Preparation and delivery of lectures and/or practical classes
- ▶ Provide supervision and pastoral care to students during external placement periods, this includes travelling as required to placement venues

1.2 LEADERSHIP AND SERVICE

- ▶ Contribute to the organisational and administration support associated with the efficient running of the UMeyecare
- ▶ Direct management of patients during non-teaching clinical periods providing Medicare services and ophthalmic dispensing services.
- ▶ Contribute to the administration of the Department to an appropriate level for a Clinical Teaching Instructor
- ▶ Participate in Departmental activities such as Academic Advice Day and the University's Open Day.
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 4.

2. Selection Criteria

2.1 ESSENTIAL

- ▶ A clinical qualification in Optometry enabling practice in Australia, with demonstrated experience, being at least three years in a clinical practice, and must be currently registered or able to be registered in time to commence appointment.
- ▶ Endorsement to prescribe approved S4 therapeutic drugs for the management of ocular disease.
- ▶ Commitment to quality clinical teaching.
- ▶ Demonstrated ability to manage clinical environments and practice personnel.
- ▶ Ability to work as part of a team for the benefit of the Department.
- ▶ Excellent written and verbal communication skills.
- ▶ Good organisational and time management skills

2.2 DESIRABLE

Previous teaching experience in the one or more of the following areas:

- ▶ Paediatric Optometry
- ▶ Contact Lens practice
- ▶ Therapeutic optometric practice
- ▶ Teaching students in optometry
- ▶ Optometry practice management skills
- ▶ Experience with optometric management software (SUNIX or Optomate)
- ▶ Experience of multimedia interactive teaching
- ▶ Evidence of administrative ability

2.3 SPECIAL

- ▶ UMeyecare will normally operate Monday – Saturday. The Clinical Teaching Instructors will be rostered to sessions within these hours of operation which will include some Saturdays and/or early evening sessions. Main Annual Leave is expected to be taken outside of the core teaching semester periods for the OD program.
- ▶ A full Victorian driver's licence as on occasion the incumbent will be required to travel to placement venues located throughout metropolitan Melbourne and regional Victoria.

3. Equal Opportunity, Diversity and Inclusion

The University is an equal opportunity employer and is committed to providing a workplace free from all forms of unlawful discrimination, harassment, bullying, vilification and victimisation. The University makes decisions on employment, promotion and reward on the basis of merit.

The University is committed to all aspects of equal opportunity, diversity and inclusion in the workplace and to providing all staff, students, contractors, honorary appointees, volunteers and visitors with a safe, respectful and rewarding environment free from all forms of unlawful discrimination, harassment, vilification and victimisation. This

commitment is set out in the University's People Strategy 2015-2020 and policies that address diversity and inclusion, equal employment opportunity, discrimination, sexual harassment, bullying and appropriate workplace behaviour. All staff are required to comply with all University policies.

The University values diversity because we recognise that the differences in our people's age, race, ethnicity, culture, gender, nationality, sexual orientation, physical ability and background bring richness to our work environment. Consequently, the People Strategy sets out the strategic aim to drive diversity and inclusion across the University to create an environment where the compounding benefits of a diverse workforce are recognised as vital in our continuous desire to strive for excellence and reach the targets of Growing Esteem.

4. Occupational Health and Safety (OHS)

All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct.

OHS responsibilities applicable to positions are published at:

<http://safety.unimelb.edu.au/people/community/responsibilities-of-personnel>

These include general staff responsibilities and those additional responsibilities that apply for Managers and Supervisors and other Personnel.

5. Other Information

5.1 SCHOOL OF HEALTH SCIENCES

Established in 2009, the Melbourne School of Health Sciences is an inter-professional learning community at the forefront of leadership in health sciences education, clinical research, scholarship, professional practice, workforce training and knowledge exchange that contributes to local, national and global efforts to improve health and wellbeing. The Health Sciences School educates graduate entry and post-graduate students in the disciplines of Optometry, Nursing, Social Work, Physiotherapy and other non-medical health sciences through accredited programs tailored to workforce needs nationally and internationally. It provides national and international health sciences students with professional training to enable them to be competent and effective health professionals who are work ready, eligible for registration and, in the case of Optometry, primary contact practitioners. It also delivers professional education courses and training for the health sciences professions and builds strong relationships and active programs of interaction with the alumni in each discipline. A key aim is to continue to build effective collaborations with clinicians, patients, the healthcare sector, the research community, governments, industry partners and communities in Australia and internationally.

The School currently comprises approximately 60 full continuing academic staff and 30 continuing professional staff as well as more than 200 sessional and contract staff. In addition, there are more than 200 honorary appointments within Health Sciences.

Further information about School of Health Sciences is available at:

<http://www.healthsciences.unimelb.edu.au>

OPTOMETRY

The Department of Optometry and Vision Sciences currently comprises twenty-four academic staff (10 teaching and research, 5 teaching specialist and 9 research only).. The Department is located in the Alice Hoy Building on the Parkville Campus, UMeyecare and has a footprint for its Visual Neuroscience research groups in the Melbourne Brain Centre. The Department in 2009 opened UMeyecare clinic which provides private practice and clinical training for Optometry students and service to students and staff of the University, as well as to the general public. In 2011 the Department commenced the 4 year Doctor of Optometry (OD) postgraduate degree as part of the new Melbourne Model. The department teaches optics and vision science subjects in the Bachelor of Science and Bachelor of Biomedicine degrees and contributes breadth subjects in the new generation degrees offered by the University. Approximately 290 students are enrolled in these professional optometry programs.

The Department offers further professional training through its Specialists Certificates and Masters in Clinical Optometry, specifically aimed at advancing clinical knowledge and scope of practice for qualified optometrists.

The Department has a vigorous and expanding research program in vision sciences with particular emphasis on the research areas of i) the biological foundations and detection of ocular disease; ii) visual neuroscience and visual neurophysiology. It offers courses of training by research leading to the degrees of PhD, Master of Philosophy, and currently has around 20 students pursuing research higher degrees at any one time. It also offers a Masters in Vision Science and a Masters in Clinical Optometry for professional training.

Further information about the Department's staff profile, academic strategy, research profile and facilities can be found on the web:

<http://www.optometry.unimelb.edu.au/about/overviewforapplicants.html>

5.2 THE FACULTY OF MEDICINE, DENTISTRY & HEALTH SCIENCES

www.mdhs.unimelb.edu.au

The Faculty of Medicine, Dentistry & Health Sciences has an enviable research record and is the University of Melbourne's largest faculty in terms of management of financial resources, employment of academic and professional staff, teaching of undergraduate and postgraduate (including research higher degree) students and the conduct of basic and applied research. The Faculty's annual revenue is \$628m with approximately 55% of this income related to research activities.

The Faculty has a student teaching load in excess of 8,500 equivalent full-time students including more than 1,300 research higher degree students. The Faculty has approximately 2,195 staff comprising 642 professional staff and 1,553 research and teaching staff.

The Faculty has appointed Australia's first Associate Dean (Indigenous Development) to lead the development and implementation of the Faculty's Reconciliation Action Plan (RAP), which will be aligned with the broader University – wide plan. To enable the Faculty to improve its Indigenous expertise knowledge base, the Faculty's RAP will address Indigenous employment, Indigenous student recruitment and retention, Indigenous cultural recognition and building partnerships with the Indigenous community as key areas of development.

5.3 THE UNIVERSITY OF MELBOURNE

Established in 1853, the University of Melbourne is a leading international university with a tradition of excellence in teaching and research. The main campus in Parkville is recognised as the hub of Australia's premier knowledge precinct comprising eight hospitals, many leading research institutes and a wide-range of knowledge-based industries. With outstanding performance in international rankings, the University is at the forefront of higher education in the Asia-Pacific region and the world.

The University employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.

Further information about working at The University of Melbourne is available at <http://about.unimelb.edu.au/careers>.

5.4 GROWING ESTEEM, THE MELBOURNE CURRICULUM AND RESEARCH AT MELBOURNE: ENSURING EXCELLENCE AND IMPACT TO 2025

Growing Esteem describes Melbourne's strategy to achieve its aspiration to be a public-spirited and internationally-engaged institution, highly regarded for making distinctive contributions to society in research and research training, learning and teaching, and engagement. <http://about.unimelb.edu.au/strategy-and-leadership>

The University is at the forefront of Australia's changing higher education system and offers a distinctive model of education known collectively as the Melbourne Curriculum. The new educational model, designed for an outstanding experience for all students, is based on six broad undergraduate programs followed by a graduate professional degree, research higher degree or entry directly into employment. The emphasis on academic breadth as well as disciplinary depth in the new degrees ensures that graduates will have the capacity to succeed in a world where knowledge boundaries are shifting and reforming to create new frontiers and challenges. In moving to the new model, the University is also aligning itself with the best of emerging European and Asian practice and well-established North American traditions.

The University's global aspirations seek to make significant contributions to major social, economic and environmental challenges. Accordingly, the University's research strategy *Research at Melbourne: Ensuring Excellence and Impact to 2025* aspires to a significant advancement in the excellence and impact of its research outputs.

<http://research.unimelb.edu.au/our-research/research-at-melbourne>

The strategy recognises that as a public-spirited, research-intensive institution of the future, the University must strive to make a tangible impact in Australia and the world, working across disciplinary and sectoral boundaries and building deeper and more substantive engagement with industry, collaborators and partners. While cultivating the fundamental enabling disciplines through investigator-driven research, the University has adopted three grand challenges aspiring to solve some of the most difficult problems facing our world in the next century. These Grand Challenges include:

- ▶ Understanding our place and purpose – The place and purpose grand challenge centres on understanding all aspects of our national identity, with a focus on Australia's 'place' in the Asia-Pacific region and the world, and on our 'purpose' or mission to improve all dimensions of the human condition through our research.
- ▶ Fostering health and wellbeing – The health and wellbeing grand challenge focuses on building the scale and breadth of our capabilities in population and global health; on

harnessing our contribution to the 'convergence revolution' of biomedical and health research, bringing together the life sciences, engineering and the physical sciences; and on addressing the physical, mental and social aspects of wellbeing by looking beyond the traditional boundaries of biomedicine.

- ▶ Supporting sustainability and resilience – The sustainability and resilience grand challenge addresses the critical issues of climate change, water and food security, sustainable energy and designing resilient cities and regions. In addition to the technical aspects, this grand challenge considers the physical and social functioning of cities, connecting physical phenomena with lessons from our past, and the implications of the technical solutions for economies, living patterns and behaviours.

Essential to tackling these challenges, an outstanding faculty, high performing students, wide collaboration including internationally and deep partnerships with external parties form central components of Research at Melbourne: Ensuring Excellence and Impact to 2025.

5.5 GOVERNANCE

The Vice Chancellor is the Chief Executive Officer of the University and responsible to Council for the good management of the University.

Comprehensive information about the University of Melbourne and its governance structure is available at <http://www.unimelb.edu.au/governance>