

## Position Description

### Lecturer

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<b>Position No:</b>	50147468
<b>Department:</b>	Psychology and Counselling
<b>School:</b>	Psychology and Public Health
<b>Campus/Location:</b>	Bundoora
<b>Classification:</b>	Level B (Teaching & Research)
<b>Employment Type:</b>	Full or Part-time (0.8 - 1.0 FTE) Continuing (a lesser time-fraction may be considered)
<b>Position Supervisor: Number:</b>	Discipline Cluster Lead, Digital Health and Information Management   50143950
<b>Other Benefits:</b>	<a href="http://www.latrobe.edu.au/jobs/working/benefits">http://www.latrobe.edu.au/jobs/working/benefits</a>

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**For enquiries only contact:**

Ms Merylyn Riley (HIM Program Convenor) | Email: [merilyn.riley@latrobe.edu.au](mailto:merilyn.riley@latrobe.edu.au)

## **Position Context**

One of the larger schools within the University, the School of Psychology & Public Health undertakes teaching and research across a broad range of disciplines, including: Neuroscience; Psychology; Counselling; Rehabilitation Counselling; Art Therapy; Family Therapy; Public Health; Digital Health and Analytics; Health Information Management; and Ergonomics, Safety and Health. The School comprises six academic units: the Department of Public Health, the Department of Psychology, Counselling and Therapy, the Australian Research Centre in Sex, Health and Society (ARCSHS), the Centre for Alcohol Policy Research (CAPR), The Bouverie Centre and the Olga Tennison Autism Research Centre (OTARC).

The Department of Public Health is a leading authority in many areas of public health including health policy, health promotion, health systems, services and management, digital health and analytics, health information management and informatics, and occupational health. The Department hosts a number of specialist research units and programs, including the: Palliative Care Unit (PCU); the Centre for Health Communication and Participation (CHCP); and the Centre for Ergonomics and Human Factors (CEHF). Research areas include health promotion, vulnerable / at risk populations, chronic illnesses and disability, end of life care, health information management, digital health, health policy, systems and management, gender and health, occupational health, and public health practice.

The Department has a dynamic higher degree program in a range of areas, with large numbers of Honours, Masters and PhD students from Australia and overseas. It offers a range of flexible undergraduate and postgraduate courses by which it aims to improve the health and wellbeing of individuals and communities through excellence in teaching and research. The courses include a Bachelor of Health Sciences with majors in public health and health promotion, and a Bachelor of Health Information Management. Flagship postgraduate masters' degrees are offered in Public Health, Health Administration, Digital Health, Health Information Management, and Ergonomics, Safety and Health.

## **Position Purpose**

A Level B Lecturer teaching and research academic is expected to develop curriculum, teach and undertake research or other scholarly work relevant to the development of their discipline or professional field. An academic at this level will make a significant contribution to the discipline at the national level. The Lecturer will be expected to teach into and coordinate designated subjects in the undergraduate and postgraduate programs and to work in co-operation with the course coordinator(s) and discipline cluster lead to deliver an overall outstanding student experience. Participation in the support and/or delivery of short courses may also form part of the required teaching activities.

## **Duties at this level will include:**

- Develop, coordinate and teach a high-quality learning experience that engages students through the conduct of lectures, tutorials, practical classes, demonstrations, workshops, student field excursions and/or professional placements, in online, blended or face-to-face modes.
- Participate in innovative course level curriculum design, development and review.
- Demonstrate effectiveness by taking an evidence-based approach to evaluate learning and teaching initiatives.
- Keep abreast of innovations in teaching and learning in areas such as, but not restricted to, online and blended delivery and incorporate where appropriate, to continually develop professional practice skills/knowledge and expertise.
- Demonstrate a scholarly approach to learning and teaching and contribute to disciplinary teaching pedagogy and research.
- Conduct and publish, or otherwise disseminate high quality and/or high impact research as a member of a team or independently and produce conference/seminar papers and publications from that research.
- With mentoring support, obtain necessary research funding from external funding sources.
- Co-supervise or, where appropriate supervise Higher Degree by Research (HDR) postgraduate students as required.
- Contribute to a robust and ambitious research culture by participating in writing up research findings for publication and dissemination.

- Undertake other duties and administrative functions commensurate with the classification and scope of the position as required by the Discipline Cluster Lead or Head of Department.

## Essential Criteria

### Skills and knowledge required for the position

- PhD or near completion of a PhD, or equivalent accreditation and standing recognised by the University/profession as appropriate for the relevant discipline areas; completion of a Graduate Certificate in Higher Education, or similar qualification/training, would be an advantage.
- A profession-specific Bachelor's or Master's degree in Health Information Management (or one of its antecedents).
- Discipline expertise (theoretical and practical) in at least two of the following health information management knowledge domains: health classification; health informatics; management of health information systems and associated staff.
- Demonstrated effectiveness in teaching, curriculum development and subject coordination in face-to-face, blended and/or online modes, as evidenced by sustained high results on student feedback on teaching surveys, teaching excellence awards or through other forms of evidence.
- Evidence of high quality and/or high impact research conducted and published or otherwise disseminated, relative to opportunity.
- Experience in the preparation of research proposal submissions to external funding bodies and evidence of success in securing research funding.
- High level organisational skills with the ability to set priorities, meet deadlines, initiate and follow-up actions, all with minimal or no supervision.
- Demonstrated ability to work collaboratively and productively with staff and students from a diverse range of backgrounds.
- Demonstrated ability to supervise, or co-supervise, honours and postgraduate students.

### Capabilities required to be successful in the position

- Ability to demonstrate self-awareness, see things from another person's perspective and actively seek out and act on feedback to improve knowledge, skills and behaviour.
- Ability to think creatively, explore new ideas and respectfully challenge existing practices in order to improve current ways of working.
- Ability to implement improvements to local processes.
- Ability to work collaboratively, recognise the value of diversity and model accountability, connectedness, innovation and care.

### Essential Compliance Requirements

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working With Children Check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.
- Membership, or eligibility for Health Information Manager graduate-level membership, of the Health Information Management Association of Australia.

### Other Information

- The Department of Public Health currently delivers face-to-face teaching at both the Melbourne (Bundoora) and CBD (Collins St) campuses. Whilst primarily based at the Bundoora campus, the

incumbent may be assigned responsibilities that may occasionally require travel to the Melbourne CBD or other La Trobe campuses.

- The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

### **Position Flexibility**

La Trobe University is committed to providing a diverse, inclusive and respectful working environment for all staff. We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

### **La Trobe Cultural Qualities**

Our cultural qualities underpin everything we do. As we work towards realising the strategic goals of the University we strive to work in a way which is aligned to our four cultural qualities:

- *We are **Connected**:* We connect to the world outside — the students and communities we serve, both locally and globally.
- *We are **Innovative**:* We tackle the big issues of our time to transform the lives of our students and society.
- *We are **Accountable**:* We strive for excellence in everything we do. We hold each other and ourselves to account, and work to the highest standard.
- *We **Care**:* We care about what we do and why we do it. We believe in the power of education and research to transform lives and global society. We care about being the difference in the lives of our students and communities.

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Initials:              Date: