

**Position Description****Lecturer, La Trobe Academy**

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<b>Position No:</b>	NEW
<b>Business Unit:</b>	Deputy Vice-Chancellor (Academic)
<b>Division:</b>	Pro Vice-Chancellor – Learning and Teaching
<b>Department:</b>	La Trobe Academy
<b>Classification Level:</b>	Level B Teaching Focused
<b>Employment Type:</b>	Full-time, Ongoing
<b>Campus Location:</b>	Bundoora
<b>Other Benefits:</b>	<a href="http://www.latrobe.edu.au/jobs/working/benefits">http://www.latrobe.edu.au/jobs/working/benefits</a>

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

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## **Position Context/Purpose**

The La Trobe Educational Leadership Academy fosters a culture of excellence in learning and teaching by providing opportunities to recognise and celebrate individuals who have excelled, inspired and motivated others to strive for excellence in their roles as educators.

As a Lecturer at La Trobe Academy, reporting to the Academic Director, your primary responsibility is to provide academic leadership and expertise in various programs offered through the La Trobe Educational Leadership Academy. Additionally, you will support internal and external awards related to educational leadership and excellence. Your role involves coordinating and developing programs, ensuring their alignment with institutional goals and standards of excellence in higher education. Using your expertise, you will contribute to enhancing teaching and learning practices, fostering a culture of educational innovation, and promoting excellence in academic professional development within the institution.

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

- Demonstrate effectiveness by taking an evidence-based approach to evaluate learning and teaching initiatives including but not limited to active learning strategies, assessment approaches, curriculum design, and professional development programs.
- Develop, coordinate and teach a high-quality learning experience that actively engage learners across a range of learning environments and delivery modes, while also supporting academics in these efforts.
- Demonstrate a scholarly approach to learning and teaching by contributing to La Trobe's SOLT and disciplinary teaching pedagogy and research.
- Conduct, publish and disseminate high quality research as a member of a team or independently which may include systematically reviewing, assessing, and evaluating programs, policies, etc to determine their effectiveness and impact.
- With mentoring support, obtain necessary research funding from external funding sources for teaching and learning focused projects.
- Contribute to knowledge transfer and building relationships at local and national level.
- Undertake other duties and administrative functions commensurate with the classification and scope of the position as required by the Academic Director or Pro Vice-Chancellor Learning and Teaching.
- Facilitate professional development and teaching recognition programs that engage academic staff and support improved learning and teaching outcomes across the university.
- Contribute to curriculum and assessment development and coordination of award programs such as the HEA Fellowship and other course offerings delivered by The Academy.
- Contribute to the creation of innovative and strategically aligned professional development offerings, ensuring they are distinctive and meet the evolving needs of our stakeholders.
- Keep abreast of innovations in teaching and learning to continually develop professional practice skills/knowledge and expertise.
- Contribute to the establishment of strategic partnerships and collaborative relationships with academics, industry leaders, and key stakeholders to elevate the reputation of The Academy and create opportunities for the University.
- Collaborate with colleagues to strategize and plan various projects, monitor their progress, track outcomes over time, and provide support in evaluating and documenting results for potential research or awards.
- Contribution to the planning and delivery of knowledge exchange activities such as but not limited to seminars and communities of practice.
- Provide reporting and analysis for La Trobe Academy functions as required.

## Essential Criteria

### Skills and knowledge required for the position

- A PhD in a relevant discipline, accompanied by a research trajectory preferably relevant to teaching and learning.
- Demonstrated effectiveness in teaching and curriculum development across a range of delivery modes evidenced by sustained high results on teaching surveys and teaching excellence awards.
- Sound analytical skills with an ability to communicate complex information clearly both verbally and in writing.
- High level organisational skills with the ability to set priorities, meet deadlines, initiate and follow-up actions, all with minimal or no supervision.
- High level verbal and written communication skills, including the ability to work collaboratively and productively with staff and learners from a diverse range of backgrounds.
- Proven ability to evaluate educational programs effectively and utilise findings to develop innovative solutions for enhancing teaching and learning outcomes.
- Demonstrated record of achievement in learning and teaching evidenced by track record of publications in reputed referred journals.
- Proven track record of engagement with industry to develop and deliver course wide programs to enhance the student experience and graduate outcomes including the ability to secure funding to support learning and teaching projects.
- Proven track record of contributions to collaborative project planning, impact assessment, and persuasive written communication to effectively showcase project achievements and secure recognition or support for future initiatives.
- Comprehensive understanding of accreditation procedures and a proven ability to make significant contributions to the development of programs that meet rigorous professional standards.
- Demonstrated capability to deliver professional development initiatives, accompanied by measurable evidence of positive outcomes and impactful results.
- Proven ability to provide insightful critiques and evaluations evidenced by track record of serving on award panels and contributing to the selection of awardees.

### Capabilities required to be successful in the position

- Ability to work collaboratively, recognise the value of diversity and model accountability, connectedness, innovation and care.
- 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 build a culture of continuous improvement, implementing ideas generated by team members.

### 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.

### Other Information

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

We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

### Why La Trobe:

- Develop your career at an innovative, global university where you'll collaborate with community and industry to create impact.
- Enjoy working on our inspiring and stunning campuses – the perfect hub for industry, students and academics
- Help transform the lives of students, partners and communities now and in the future

This is more than just a job. Working at La Trobe offers opportunities to demonstrate excellence and transform lives.

Here, you'll join exceptional people, partners and communities, who power our operations with ambition and purpose.

Our success can be attributed to its strong sense of community. We have a long-standing commitment to diversity, inclusion and social justice; we are committed to providing a workplace where all staff feel valued, respected and supported to achieve their full potential. We strive to build a workplace where all employees of diverse backgrounds, abilities, experiences, sexuality, gender, religion and age are welcome, valued, respected and one that is representative of our community. We demonstrate our cultural qualities by holding ourselves accountable and creating a culture of trust and innovation while genuinely caring for one another.

### La Trobe's Cultural Qualities:

#### WE ARE CONNECTED



We are **connected** to each other and the communities around us. We engage with those communities to learn from our past, inform our present and impact our future.

#### WE ARE INNOVATIVE



We are **innovative** in tackling the most important issues of our time. We are inquisitive and seek to develop new ideas that positively impact the way we work and the world around us.

#### WE ARE ACCOUNTABLE



We are **accountable** for what we do and share a commitment to excellence. We are courageous and respectful in the way we hold ourselves and each other to account.

#### WE CARE



We **care** about what we do and value the power of education and research. We care about each other and strive to create a safe and inclusive community.

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Initials:                  Date: