POSITION DESCRIPTION

Position Title: Lead Demonstrator, (First Year Chemistry Teaching Laboratory)

Organisation Unit: School of Chemistry and Molecular Biosciences

Position Number: TBA

Type of Employment: Fixed-Term, Part-Time

Classification: Teaching Focused Level A

THE UNIVERSITY OF QUEENSLAND

The University of Queensland (UQ) contributes positively to society by engaging in the creation, preservation, transfer and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff and alumni. For more than a century, we have educated and worked with outstanding people to deliver knowledge leadership for a better world.

UQ ranks in the world’s top universities, as measured by several key independent ranking, including the CWTS Leiden Ranking (32), the Performance Ranking of Scientific Papers for World Universities (43), the US News Best Global Universities Rankings (42), QS World University Rankings (48), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (69). Excluding the award component, UQ is now ranked 45th in the world in the ARWU, and is one of the only two Australian universities to be included in the global top 50.

UQ has an outstanding reputation for the quality of its teachers, its educational programs and employment outcomes for its students. Our students remain at the heart of what we do. The UQ experience – the UQ Advantage – is distinguished by a research enriched curriculum, international collaborations, industry engagement and opportunities that nurture and develop future leaders. UQ has a strong focus on teaching excellence, winning more national teaching excellence awards than any other in the country and attracting the majority of Queensland’s highest academic achievers, as well as top interstate and overseas students.

UQ is one of Australia’s Group of Eight, a charter member of edX and a founding member of Universitas 21, an international consortium of leading research-intensive universities.

Our 52,000-plus strong student community includes more than 16,400 postgraduate scholars and more than 15,400 international students from 135 countries, adding to its proud 250,000-plus alumni. The University has more than 6,600 academic and professional staff (full-time equivalent) and a $1.75 billion annual operating budget. Its major campuses are at St Lucia, Gatton and Herston, in addition to teaching and research sites around Queensland and Brisbane city. The University has six Faculties and four University-level Institutes. The Institutes, funded by government and industry grants, philanthropy and commercialisation
activities, have built scale and focus in research areas in neuroscience, biomolecular and biomedical sciences, sustainable minerals, bioengineering and nanotechnology, as well as social science research.

UQ has an outstanding track-record in commercialisation of our innovation with major technologies employed across the globe and integral to gross product sales of $11billion+ (see http://uniquest.com.au/our-track-record).

UQ has a rapidly growing record of attracting philanthropic support for its activities and this will be a strategic focus going forward.

Organisational Environment

The School of Chemistry and Molecular Biosciences teaches and researches in the disciplines of Chemistry, Biochemistry, Biotechnology, Microbiology and Parasitology.

Graduates benefit from a strong culture of teaching innovation and student-industry placement training programs, making them job-ready and well-informed about recent developments in science and technology. Students are encouraged to participate in the life of the School. Engagement activities reach out to prospective students, industry collaborators and alumni.

The School’s research encompasses biomolecular investigations of a wide array of targets from small synthetic molecules through proteins, nucleic acids, viruses and microorganisms. We also conduct materials research, leading to the design and synthesis of molecular devices, functional polymers and nanomaterials. Contributions have been made to significant scientific advances as diverse as organic opto-electronics, safer vaccines, combating antimicrobial drug resistance, improved food safety screening, potential treatments for viral infections, and breast cancer research to allow early detection.

Information about the School may be accessed on the School’s website at https://scmb.uq.edu.au/.

The First Year Chemistry Team consists of academic staff and casual demonstrators who deliver classes to more than 3,500 enrolments per year, including a suite of laboratory practicals.

Information for Prospective Staff

Information about life at UQ including staff benefits, relocation and UQ campuses is available at - http://www.uq.edu.au/current-staff/working-at-ug

The University of Queensland Enterprise Agreement outlines the position classification standards for Levels A to E.

DUTY STATEMENT

Primary Purpose of Position

This laboratory based position will provide academic support for the large First Year Chemistry practical program. The role includes overseeing the laboratory practicals on a daily basis, troubleshooting experiments, recruiting, training and mentoring the laboratory demonstrators, developing and testing new student practicals and assessment material, and assisting with demonstrating and preparation of classes as required.
Duties

Duties and responsibilities include, but are not limited to:

For a Teaching Focused Level A Academic

Teaching and Learning
- Undertake teaching, including collaboration on course coordination, lecturing, tutoring, consultation and the preparation of teaching and assessment materials for undergraduate and postgraduate levels.
- Lead the First Year Chemistry Laboratory practicals on a daily basis including hands-on leadership of a large group of demonstrators and on the spot troubleshooting and responding to student questions regarding the academic and technical aspects of experiments.
- Train and mentor the laboratory demonstrators in all aspects of the First Year laboratory program
- Assist in the supervision of undergraduate, masters and higher degree theses when appropriate.

Scholarship Related to Teaching
- Undertake scholarship related to teaching (including maintaining currency in the discipline), developing skills in all aspects of teaching practice, continuous improvement of curriculum and teaching resources, and based on a developed understanding of pedagogy, produce new or improved approaches that can be reviewed by peers and disseminated within the discipline

Service and Engagement
- Foster relations with industry, government departments, professional bodies and the wider community.
- Perform a range of administrative functions.
- Contribute to the processes that enable the academic team to manage the work, including participation in decision-making and serving on relevant committees.
- Any other duties as reasonably directed by your supervisor.

Other

Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:
- the University's Code of Conduct

- requirements of the Queensland occupational health and safety (OH&S) legislation and related OH&S responsibilities and procedures developed by the University or Institute/School

- the adoption of sustainable practices in all work activities and compliance with associated legislation and related University sustainability responsibilities and procedures

- requirements of the Education Services for Overseas Students Act 2000, the National Code 2007 and associated legislation, and related responsibilities and procedures developed by the University
Organisational Relationships

The position reports to the academic staff member responsible for First Year Chemistry practical activities.

SELECTION CRITERIA

For a Teaching Focussed Level A Academic

- Bachelor degree in the discipline area; or PhD (completed or near completion) in the discipline area, (science and/or education); or equivalent combination of relevant experience and/or education/training.
- Demonstrated expert knowledge in the discipline area, including expertise in a range of chemistry techniques, equipment and instrumentation.
- Demonstrated ability to coordinate and teach laboratory-based undergraduate classes in small and large groups.
- Skills in all aspects of teaching practice, including curriculum design including an ability to develop new experiments, assessment material and test/troubleshoot existing experiments.
- Well-developed communication, interpersonal and consultative skills and the ability to work collaboratively with colleagues from a multidisciplinary background.
- Ability to work in an efficient and well-organised manner under pressure, prioritising tasks and meeting deadlines with minimal supervision, particularly during peak periods of semester.
- Knowledge of the major areas of laboratory safety such as material safety data sheets (MSDS), labelling and risk assessment.
- Current Senior First Aid qualification or willingness to undertake first aid training.

Qualification Verification

An appointment to this position is subject to the verification of the highest academic qualification from the conferring institution.

The University of Queensland values diversity and inclusion and actively encourages applications from those who bring diversity to the University. Please refer to the University’s Diversity and Inclusion webpage (http://www.uq.edu.au/equity) for further information and points of contact if you require additional support.

Accessibility requirements and/or adjustments can be directed to the HR Contact Officer.