POSITION DESCRIPTION

Lecturer, Education Focussed 
Discipline of Medicine

Position Level | Level B
Faculty/Division | Medicine & Health
Position Number | 00098189
Original Document creation | September 2021

Position Summary
UNSW’s Education Focussed roles (EF) enable academics to specialise in education and devote their time to delivering high-quality education and pursuing initiatives to enhance the educational experience of our students. Those who are appointed to this prestigious role will be expected to successfully drive educational excellence within the university’s teaching and learning communities.

The role of Lecturer reports to the Head of Discipline, with an indirect reporting line to Head of Clinical Campus, and has no direct reports.

Accountabilities
Specific accountabilities for this role include:

• Demonstrate, apply and continuously develop a well-defined teaching philosophy informed by current educational pedagogy that inspires student learning;
• Develop and conduct educational activities, assess student learning and support enhancement of the student experience in undergraduate and postgraduate courses in line with UNSW policy;
• Design and innovate learning activities and resources, as well as assessment and feedback activities using a range of suitable approaches and learning environments, collaboratively with senior academics and educational teams;
• Involvement in design and implementation of evaluation of educational innovations, activities, courses and programs;
• Support learning progression with students as individuals (through such activities as one-to-one consultation) and as a cohort (through general course related advice) to achieve positive learning and employability outcomes for students;
• Assist with course administration as appropriate, including academic quality assurance;
• Maintain professional development in educational pedagogy, disciplinary knowledge and minimum professional accreditation requirements (where relevant);
• Make a positive contribution to School meetings and seminars and be a member of School/Faculty committees as required;
• Cooperate with all health and safety policies and procedures of the university and take all reasonable care to ensure that your actions or omissions do not impact on the health and safety of yourself or others;
• Align with and actively demonstrate the UNSW Values in Action: Our Behaviours and the UNSW Code of Conduct.

Skills and Experience
• A medical degree, preferably with PhD or specialist qualifications in a relevant clinical discipline area and/or relevant work experience.
• Demonstrated experience in teaching and learning design, development and delivery at undergraduate and/or postgraduate level.
• Evidence of teaching effectiveness and passion for educational excellence (e.g. relevant discipline-based curriculum design, development and implementation)
• Actively stays up to date with discipline knowledge and professional development
• Evidence of highly developed interpersonal and organisational skills
• Evidence of ability to support and inspire students from diverse backgrounds and support student equity, diversity and inclusion initiatives
• Experience using and/or designing with educational technologies and online delivery methods (desirable)
• An understanding of and commitment to UNSW’s aims, objectives and values in action, together with relevant policies and guidelines
• Knowledge of health and safety responsibilities and commitment to attending relevant health and safety training

Pre-Employment checks required for this Position
• Verification of qualifications
About this document

This Position Description outlines the objectives, desired outcomes, key responsibilities, accountabilities, required skills, experience and desired behaviours required to successfully perform the role.

This template is not intended to limit the scope or accountabilities of the position. Characteristics of the position may be altered in accordance with the changing requirements of the role.