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POSITION DESCRIPTION

Associate Lecturer/ Lecturer Teaching & Research

Position Level	A/ B
Faculty/Division	Engineering
Position Number	00074760
Original document creation	02/07/ 2024

Position Summary

An Associate Lecturer (Level A) is expected to make contributions to teaching in the School of Electrical Engineering & Telecommunications and to carry out activities to maintain and develop their scholarly research and professional activities.

A Lecturer (Level B) is expected to carry out activities to develop their scholarly research and professional activities both nationally and internationally and to contribute significantly to achieving the teaching and service missions of the School of Electrical Engineering & Telecommunications and the Faculty of Engineering.

The role of Associate Lecturer / Lecturer reports to the Head of School and has no direct reports.

Accountabilities

Specific accountabilities for this role include:

Associate Lecturer (Level A)

- Demonstrate a well-defined teaching philosophy that inspires student learning.
- Conduct classes, assess student learning achievements and support students in line with UNSW policy and with the guidance of more senior academics.

- Design and develop learning activities and resources and provide assessment and feedback using a range of appropriate approaches and learning environments with the support of more senior academics.
- 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.
- Manage course administration, including academic quality assurance.
- Maintain professional development in 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.
- Contribute independently or as a team member in collaborative research with a focus to enhance the quality of research outcomes in the discipline area.
- Conduct research (as per the norms of the discipline) and/or enable research teams to create scholarly output that is recognised by peers.
- Undertake specific research project/s under the guidance of a research leader and contribute to the development of research activities.
- Support the dissemination of research outcomes through appropriate channels and outlets.
- Undertake discipline-appropriate research activities, e.g. surveys, literature reviews, data gathering and/or recording of results using appropriate research methods.
- Undertake teaching in areas of Energy Systems and Power Engineering, including Electrical Machines and Drives, Power Systems, Power Electronics, High Voltages, etc.
- Contributes towards research team building activities in the emerging areas of Energy Systems and Power Engineering by attracting research funding.
- Collaborates across disciplines, contributes towards research commercialisation and builds effective relationships with relevant industries.
- Align with and actively demonstrate the [Code of Conduct and Values](#)
- 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 & safety of yourself or others.

Lecturer (Level B)

- Demonstrate and continuously develop a well-defined teaching philosophy that inspires student learning.
- Conduct classes, assess student learning achievements and support students in postgraduate and undergraduate courses in line with UNSW policy.
- Design and develop learning activities and resources and provide assessment and feedback using a range of suitable approaches and learning environments.

- Initiate the development of experimental approaches to teaching and learning with the support of more senior academics.
- 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.
- Manage course administration as Course Authority, including academic quality assurance.
- Maintain professional development in 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.
- Engage in individual and/or collaborative research in a manner consistent with disciplinary practice.
- Create scholarly impact which is recognised by peers in the advancement of disciplinary knowledge.
- Conduct research/scholarly activities under limited supervision, either independently or as a member of a team (as per the norms of the discipline) and design research projects.
- Contribute to the development of applications for competitive funding under the guidance of senior colleagues, including participating as co-investigator or chief investigator in competitive grant applications.
- Mentor and guide students and colleagues and develop the next generation of academics through involvement in supervision of HDRs (as per the norms of the discipline).
- Undertake teaching in areas of Energy Systems and Power Engineering, including Electrical Machines and Drives, Power Systems, Power Electronics, High Voltages, etc.
- Contributes towards research team building activities in the emerging areas of Energy Systems and Power Engineering by attracting research funding.
- Collaborates across disciplines, leads research commercialisation and builds effective relationships with relevant industries.
- Align with and actively demonstrate the [Code of Conduct and Values](#)
- 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.

Skills and Experience

Associate Lecturer (Level A)

- A PhD in a related discipline, and/or relevant work experience.
- Proven commitment to proactively keeping up to date with discipline knowledge and developments.
- Demonstrated experience in and passion for teaching and learning design, development and/or delivery at undergraduate and/or postgraduate level.
- Knowledge of educational technologies and online delivery methods.

- Experience engaging students and fostering independent learning through meaningful assessment and helpful feedback.
- Evidence of and/or preparedness to undertake professional development of teaching practice.
- Evidence of ability to support and inspire students from diverse backgrounds and support student equity diversity and inclusion initiatives.
- Demonstrated ability to undertake high quality academic research and conduct independent research with limited supervision.
- Demonstrated track record of publications and conference presentations relative to opportunity.
- Demonstrated ability to work in a team, collaborate across disciplines and build effective relationships.
- Evidence of highly developed interpersonal skills.
- 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.

Lecturer (Level B)

- A PhD in a related discipline, and/or relevant work experience.
- Proven commitment to proactively keeping up to date with discipline knowledge and developments.
- Demonstrated experience in teaching and learning design, development and delivery at undergraduate and/or postgraduate level.
- Experience using and/or designing with educational technologies and online delivery methods.
- Evidence of teaching effectiveness and passion for educational excellence (e.g. relevant discipline-based curriculum design and development at a variety of levels and scales).
- Demonstrated knowledge of industry or experience of work-integrated learning (desirable).
- Evidence of ability to support and inspire students from diverse backgrounds and support student equity, diversity and inclusion initiatives.
- Demonstrated track record in research with outcomes of high quality and high impact with clear evidence of the desire and ability to continually achieve research excellence as well as the capacity for research leadership.
- A track record of significant involvement with the profession and/or industry.
- High level communication skills and ability to network effectively and interact with a diverse range of students and staff.
- Demonstrated ability to work in a team, collaborate across disciplines and build effective relationships.
- Evidence of highly developed interpersonal and organisational skills.
- 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.