

Associate Teaching Fellow

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| Academic Unit | University College |
| Location | Hobart |
| Classification | Academic Level A |
| Reporting line | Discipline Lead |
| Date | November 2024 |

Position Summary

The University of Tasmania is building a vision of a place-based University with a mission to enhance the intellectual, economic, social and culture future of Tasmania, and from Tasmania, contribute to the world in areas of distinctive advantage. The University recognises that achieving this vision is dependent on the people we employ as well as creating a people-centred University that is values-based, relational, diverse, and development-focused.

The Associate Teaching Fellow position is for the Pre-degree Programs suite of courses (including the Diploma of University Studies and University Preparation Program), located in University College.

Associate Teaching Fellows are skilled educators and members of a teaching team who engage in reflective practice to inform and deliver a high-quality curriculum that results in a quality student experience. The role is responsible for the collaborative design, development, and delivery of curriculum, including discipline content, assessment of student work, and may include unit coordination (which may involve the coordination of tutors).

We are looking for an experienced literacy and/or numeracy specialist educator to support the pathway programs within University College. The ideal candidate will have experience in literacy intervention and educational assessments, they will be experienced in online delivery, and able to teach into the University Preparation Program and the Diploma of University Studies. The ideal candidate will also have experience teaching diverse and non-traditional learners.

To complement our existing approaches, we would like to incorporate Aboriginal and Torres Strait Islander knowledge and perspectives. We are committed to creating a University community that reflects the wider community that we serve and encourage applications from Aboriginal and/or Torres Strait Islander people.

We are an inclusive workplace committed to 'working from the strength that diversity brings' reflected in our Statement of Values. We are dedicated to attracting, retaining and developing our people and are committed to inclusive principles. We celebrate the range of diverse assets that gender identity, ethnicity, sexual orientation, disability, age and life course bring. Applications are encouraged from all sectors of the community. Tell us how we can make this job work for you.

What You'll Do

- Collaborate with educational design and development specialists and other teaching staff ensuring University College's offerings meet and/or exceed the required standards and demonstrate University College's commitment to best practice pedagogy e.g., enabling pedagogies. Tasks completed in collaboration include:
 - Contribution to the design and development of units and courses including the preparation of unit outlines, tutorial and workshop materials, and online learning content.
 - Contribution to the design and development of student assessments, including the setting, production, and marking of assessment tasks.
- Deliver specified components of courses including:
 - Conducting classes, tutorials, workshops, and consultations.
 - Evaluation of student work.



- Performance of administrative duties associated with teaching, including keeping of records.
- Assist in matters of student academic welfare, including implementing student management support activities and making timely and appropriate referrals to central services.
- Commitment to improving teaching and learning at University College, with a priority on development of incumbent's own teaching skills.
- Contribute to maintaining productive links with the wider community.
- Undertake other tasks and responsibilities as reasonably directed.

What We're Looking For (success criteria)

- A bachelor's degree in teaching as a minimum, with relevant literacy and numeracy specialist experience.
- The ability to communicate effectively and sensitively with Aboriginal and/or Torres Strait Islander people and a well-developed knowledge and understanding of contemporary Aboriginal or Torres Strait Islander culture and society
- Experience in learning and teaching, demonstrating a commitment to delivering high quality and contemporary curricula.
- Experience in catering for diverse and non-traditional learners and with a variety of delivery approaches including online delivery.
- Proven capacity to work in a complex and changing work environment with demonstrated agility, flexibility and responsiveness to business needs.
- A record of contributing to building and maintaining effective and productive links locally and nationally with the discipline and profession.
- Outstanding communication skills with a demonstrated ability to build rapport with a diverse range of organisations and people, and to work collaboratively and harmoniously as a valued member of a high-performing workplace team.
- Demonstrated organisational skills and excellent time and workload management skills, including the ability to exercise initiative, prioritise, and problem-solve in a dynamic environment.

Other position requirements

- Current Working with Vulnerable People registration (or to be obtained)

University of Tasmania

The University of Tasmania is an institution with an enduring commitment to our state and community, and a strong global outlook. We are committed to enhancing the intellectual, economic, social and cultural future of Tasmania. Our [Strategic Direction](#) strongly reflects the University community's voice that our University must be place based but globally connected as well as regionally networked and designed to deliver quality access to higher education for the whole State.

We believe that from our unique position here in Tasmania we can impact the world through the contributions of our staff, students and graduates. We recognise that achieving this vision is dependent on the people we employ, as well as creating a university that is values-based, relational, diverse, and development-focused.

Check out more here: <https://www.utas.edu.au/jobs>

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