

## POSITION DESCRIPTION – ACADEMIC

### POSITION INFORMATION

|                              |                                  |                                |                        |
|------------------------------|----------------------------------|--------------------------------|------------------------|
| <b>Position Title</b>        | Lecturer in Occupational Therapy |                                |                        |
| <b>Faculty</b>               | Faculty of Health Sciences       |                                |                        |
| <b>School</b>                | School of Allied Health          |                                |                        |
| <b>Nominated Supervisor</b>  | Campus Deputy Head               | <b>Campus/Location</b>         | St Patricks, Melbourne |
| <b>Academic Level</b>        | Level B                          | <b>Academic Career Pathway</b> | Teaching and research  |
| <b>CDF Achievement Level</b> | 2 Management                     | <b>Work Area Position Code</b> |                        |
| <b>Employment Type</b>       | Full-time, Continuing            | <b>Date reviewed</b>           | 28/03/2017             |

### ABOUT AUSTRALIAN CATHOLIC UNIVERSITY

**Mission Statement:** Within the Catholic intellectual tradition and acting in Truth and Love, Australian Catholic University is committed to the pursuit of knowledge, the dignity of the human person and the common good.

Australian Catholic University (ACU) is both a Catholic University and a public institution within the Australian higher education sector. ACU is an inclusive community which welcomes students and staff of all beliefs. The University is committed to a strong Catholic ethos and seeks to foster and promote teaching and learning, research and scholarship, and community engagement in the Christian tradition. As valued members of our community, all staff members are expected to have an understanding of ACU's [Mission](#) and values and to demonstrate an active contribution to them.

The University shares with universities worldwide a commitment to quality in teaching, research and service. It aspires to be a community characterised by free enquiry and academic integrity.

The University chooses to focus on areas of teaching and research that are closely connected with its particular character as a University that is Catholic, public and national. The focus areas are Theology and Philosophy, Health, Education, and the Common Good and Social Justice.

ACU has over 2,500 staff supporting more than 34,000 students across seven campuses – Adelaide, Ballarat, Brisbane, Canberra, Melbourne, North Sydney and Strathfield.

The structure to support this complex and national University consists of:

- Provost
- Chief Operating Officer & Deputy Vice-Chancellor
- Deputy Vice-Chancellor, Research
- Deputy Vice-Chancellor, Students, Learning and Teaching

Each portfolio consists of a number of Faculties, Research Institutes or Directorates. The Directorate of Identity and Mission drives both the Identity and the [Mission](#) of the University. In addition, five Associate Vice-Chancellors and Campus Deans focus on the University's local presence and development of the University at the local 'campus' level.

The University pursues performance excellence and offers an environment where staff are valued and rewarded. Staff are expected to demonstrate a commitment to continuous improvement and to participate fully in

resolving issues to achieve and maintain quality standards relevant to role. Further information about a career with ACU is available at [www.acu.edu.au](http://www.acu.edu.au).

ACU is committed to diversity and social inclusion in its employment practices. Applications from Aboriginal and Torres Strait Islander people, people with disabilities and people from culturally diverse groups are encouraged.

## **ABOUT THE FACULTY OF HEALTH SCIENCES**

---

The Faculty of Health Sciences is located across five campuses of Australian Catholic University and is one of the largest faculties of Health Sciences in Australia. The Faculty is structured into four Schools and there are three University priority research centres based in the Faculty:

The Schools are:

School of Nursing, Midwifery and Paramedicine (National)

School of Exercise Science (National)

School of Physiotherapy (National)

School of Allied Health (National)

School of Science (National)

School of Psychology (National)

The University is committed to quality research in the following areas:

- common good and social justice – cross-disciplinary research in the liberal arts and social sciences that enhances the social and cultural well-being of communities
- health – research that progresses the quality of health care, especially for the vulnerable
- education – research concerned with quality, equity and diversity in education with emphases on leadership, numeracy, literacy, Indigenous and religious education
- theology and philosophy – research concerned with the elucidation, development and expression of Catholic intellectual thought.

The Faculty's courses are developed within the Catholic intellectual tradition with the goal of preparing graduates in health with an emphasis on social justice and equity, and sustainability.

## **ABOUT THE SCHOOL OF ALLIED HEALTH**

---

The National School of Allied Health is located on five of the University's campuses: Melbourne, Canberra, Strathfield, Sydney and Brisbane and is responsible for delivery of programs in four professional disciplines:

- Occupational Therapy
- Speech Pathology
- Public Health
- Social Work

## POSITION PURPOSE

---

A Lecturer in Occupational Therapy (Level B) is expected to make significant contributions to the development and implementation of the Bachelor of Occupational Therapy at Australian Catholic University by providing technical, clinical and industry advice. The Lecturer in Occupational Therapy will consult with the Deputy Head of School, Discipline Lead and Course Coordinators of Occupational Therapy and other staff as required ensuring that the implementation of Occupational Therapy is comprehensively managed.

## POSITION RESPONSIBILITIES

---

### Introduction

A number of frameworks and standards express the University's expectations of the conduct, capability, participation and contribution of staff. These are listed below:

- ACU Strategic Plan 2015-2020
- Catholic Identity and Mission
- Learning For Life Framework 2014-2017
- ACU Teaching Criteria and Standards Framework
- Research Quality Standards
- Academic Performance Matrices and Evidence Framework
- ACU Capability Development Framework
- Minimum Standards for Academic Levels (MSALs)
- Higher Education Standards Framework
- ACU Service Principles
- ACU Staff Enterprise Agreement including provisions in relation to Performance Excellence and Academic Career Pathways.

The following two frameworks in particular are important in understanding the expectations of an academic position and the required qualifications and capability of a position holder:

- The [Academic Performance Matrices and Evidence Framework](#) which describes the performance standards in areas of academic activity.
- The [Capability Development Framework](#) which describes the core competencies needed in all ACU staff to achieve the University's strategy and supports its mission.

All academic staff are allocated workload comprising a range of academic duties/activities that fall within the following three broad areas of academic activity in line with the relevant Academic Career Pathway and Academic Level.

- Teaching, Curriculum Development and Scholarship of Teaching
- Research
- Academic leadership/service.

### Key responsibilities

| Broad area of academic activity                              | Key responsibilities specific to this position  | Relevant Core Competencies ( <a href="#">Capability Development Framework</a> )  |
|--|---|--|
| Teaching, curriculum development and scholarship of teaching | <ul style="list-style-type: none"> <li>Contribute to curriculum development and teach at undergraduate and postgraduate levels as appropriate including contributing to the Core curriculum as required;</li> <li>Assess students enrolled in the undergraduate occupational therapy course</li> <li>Assist in administration of units and courses;</li> <li>Contribute to professional practice education;</li> <li>Participate in School, Faculty and University committees and related activities as appropriate;</li> <li>Be actively involved in professional proceedings within the Faculty and the University;</li> <li>Commit to professional activities outside the University and build effective partnerships with external organisations and communities;</li> <li>Maintain professional competency and National registration.</li> </ul> | <ul style="list-style-type: none"> <li>Live ACU's Mission, Vision and Values</li> <li>Collaborate Effectively</li> <li>Communicate with Impact</li> <li>Know ACU's work processes and systems</li> </ul> |
| Research   | <ul style="list-style-type: none"> <li>Engage in research and scholarship to develop new knowledge and impact on practice;</li> <li>Supervise research students</li> </ul>  | <ul style="list-style-type: none"> <li>Coach and develop</li> <li>Collaborate effectively</li> </ul>   |
| Academic Leadership and Service                              | <ul style="list-style-type: none"> <li>Provide leadership within a national teaching team to ensure high quality delivery of units.</li> <li>Sustained contribution to academic administration, quality improvement, risk management and/or governance which benefit the University.</li> <li>Effective coordination of one or more units and/or courses</li> </ul>   | <ul style="list-style-type: none"> <li>Be responsible and accountable for Achieving Excellence</li> <li>Coach and Develop</li> </ul>   |

## SELECTION CRITERIA

---

| Qualifications and Capability                                       |   | Selection Criteria? |
|---|---|---------------------|
| <b>Qualifications and other credentials</b>                         |   |                     |
| 1.  | A higher degree (Masters or PhD, or equivalent) in occupational therapy or related discipline , current registration with the Australian Health Practitioner Regulation Agency and eligibility for and commitment to maintain membership of Occupational Therapy Australia Ltd. | Yes                 |
| 2.  | Demonstrated occupational therapy practice experience and knowledge of contemporary and evidence based occupational therapy practice. Clinical experience in vocational rehabilitation in ergonomics or physical rehabilitation experience would be viewed favorably.           | Yes                 |
| <b>Teaching, curriculum development and scholarship of teaching</b> |   |                     |
| 3.  | Demonstrated capacity to implement effective teaching and learning at the higher education level.   | Yes                 |
| 4.  | Demonstrated understanding of the nexus between teaching and research in approaches to teaching and learning, and to research and scholarship including the capacity to supervise honours students.   | Yes                 |
| <b>Research</b>   |   |                     |
| 5.  | Demonstrated capacity for and commitment to research and scholarship to develop new knowledge and impact on practice  | Yes                 |
| 6.  | Ability to supervise research students.   | Yes                 |
| <b>Academic leadership/service</b>                                  |   |                     |
| 7.  | Demonstrated ability to work collaboratively with stakeholders internal and external to the organisation to capitalise on all available expertise in pursuit of excellence.   | Yes                 |
| 8.  | An ability to take personal accountability for achieving the high quality outcomes through an understanding of organisational context, self-reflection, and aspiring to and striving for excellence.  | Yes                 |
| <b>Other attributes</b>   |   |                     |
| 9.  | Demonstrated commitment to cultural diversity and ethical practice principles and demonstrated knowledge of equal employment opportunity and workplace health and safety, appropriate to the level of the appointment.  | Yes                 |
| 10.   | Demonstrated high level of skills in written and oral communication and information literacy.   | Yes                 |

| Qualifications and Capability |   | Selection Criteria? |
|-------------------------------|---|---------------------|
| 11.                           | Evidence of ability to work with children, and contribute to and protect their safety and wellbeing. The successful applicant will be required to hold a valid working with children clearance for the State or Territory in which the position is located. | Yes                 |