



Assistant Lecturer (Psychology eLearning Experience Designer)

Department/Unit	School of Psychological Sciences
Faculty/Division	Faculty of Medicine, Nursing and Health Sciences
Classification	Level A
Work location	Clayton campus
Date document created or updated	2 October 2017

Organisational context

Everyone needs a platform to launch a satisfying career. At Monash, we give you the space and support to take your career in all kinds of exciting new directions. You'll have access to quality research, infrastructure and learning facilities, opportunities to collaborate internationally, as well as the grants you'll need to publish your work. We're a university full of energetic and enthusiastic minds, driven to challenge what's expected, expand what we know, and learn from other inspiring, empowering thinkers. Discover more at www.monash.edu

The **Faculty of Medicine, Nursing & Health Sciences** is the University's largest research faculty. World-class researchers work across disciplines including laboratory-based medical science, applied clinical research, and social and public health research. The faculty is home to a number of leading medical and biomedical research institutes and groups, and has contributed to advances in many crucial areas. Our expertise in life sciences and biomedicine is recognised both nationally and internationally. From a teaching perspective, our education curriculum covers a range of disciplines, including medicine, nursing, radiography & medical imaging, nutrition & dietetics, paramedic studies, biomedical sciences, physiotherapy, occupational therapy, behavioural neurosciences and social work. We take pride in delivering outstanding education in all courses, in opening students to the possibilities offered by newly discovered knowledge and in providing a nurturing and caring environment.

To learn more about the faculty, please visit www.med.monash.edu.au/

The **Monash School of Psychological Sciences** is ranked among the best in the world. Through excellence in teaching, research, and research training, our School's vision is to discover the neurobiological and psychological basis of cognition, emotive and mental disorders across the lifespan and to develop innovative evidence-based clinical programs to address the major societal challenges posed by these disorders. Our education programs provide students with a strong foundation across a range of interdisciplinary fields of psychology, neurology, molecular genetics, statistics, and computational neuroscience. For more information about us and the work we do, please visit <http://www.med.monash.edu.au/psych/>

Housed within the School of Psychological Sciences, the **Monash Institute of Cognitive and Clinical Neurosciences (MICCN)** is a world-leading institute dedicated to making significant contributions to basic and translational research, clinical care, and research training in neuroscience. Since its establishment in 2015, MICCN has brought together internationally renowned neuroscientists to develop integrated models of human disease that cover traumatic brain injury, post-traumatic stress disorder, neurodegeneration, mental health and neurodevelopmental disorders. The Institute represents the largest grouping of cognitive and clinical neuroscientists in Australia and Asia Pacific. To learn more, please visit <http://www.monash.edu/neuro-institute>

Position purpose

The successful candidate will have an educational background in Psychology and practical experience specifically with online education learning design.

The Psychology eLearning Experience Designer role is to assist with the content redevelopment and innovation in online learning design in all units within the fully online Graduate Diploma in Psychology.

The role will be responsible for refreshing existing content, creating new content (e.g., activities, videos, simulations, assignment topics, exam questions), and finding new and innovative ways to use technology to improve the engagement, academic and community experience of fully online students within the GDP.

The Level A academic is expected to make a solid contribution to teaching and learning within their school or faculty, to inspire and motivate students to learn through effective communication. Level A academics should have a sound grasp of their subject matter and the development of assessment tasks and activities that foster intellectual independence.

Reporting line: The position reports to the GDP Course Coordinator, School of Psychological Sciences

Supervisory responsibilities Nil

Financial delegation and/or budget responsibilities Nil

Key result areas and responsibility

Specific duties

Specific duties required of the Level A academic staff member may include:

1. Writing and creating new content to increase engagement and enhance the student learning experience in the fully online mode (e.g., videos, activities, simulations)
2. Writing and creating new exam questions and assignment topics focused on both theoretical and applied concepts as appropriate to the unit
3. Collaborating with the coordination team to review units and identify opportunities for improvement and innovation
4. Responsiveness to constructive criticism, reviewing and revising work based on feedback
5. Developing and maintaining collaborative relationships with appropriate University and external bodies (e.g., Faculty multimedia team) for expert consultation and use of resources
6. Creating, revising and preparing unit supporting materials (e.g., Instructor Guides, Marking Guides, etc.)
7. Ensure materials meet requirements of University and faculty policies
8. Ensure that all materials and resources necessary for teaching the unit are provided in a timely and effective manner, including management of reading material, software and multimedia, along with curation of links to external materials
9. Translate unit material and resources into the Moodle learning management system
10. Conduct of research to identify best practice teaching and engagement methods from the literature and evaluate the effectiveness of strategies implemented
11. Other duties as required

A Level A academic shall work with support, guidance and/or direction from staff classified at Level B and above and with an increasing degree of autonomy as the academic gains in skill and experience.

Key selection criteria

1. A minimum Honours level qualification in Psychology. In determining experience relative to qualifications, regard is had to teaching experience, experience in the online mode, experience outside tertiary education, creative achievement, professional contributions and/or contributions to technical achievement
2. Experience writing and creating engaging learning materials and assessments for use in online education
3. Understanding of the unique needs of students learning in a fully online mode of study
4. Drive to learn and demonstrated willingness to develop new skills (e.g., learning new software/technologies)
5. Experience with virtual learning environments such as Moodle
6. Ability to take on board constructive criticism, to review and revise work based on feedback
7. High level interpersonal skills and demonstrated ability to work independently, and cooperatively as part of a team
8. Excellent written and oral communication skills
9. Qualifications or experience with visual design

Other job related information

- Travel (e.g. to other campuses of the University) may be required
- Additional and out of hours work (including evenings, weekends and public holidays) may be required
- There may be peak periods of work during which the taking of leave may be restricted

Legal compliance

Ensure you are aware of and adhere to legislation and University policy relevant to the duties undertaken, including: Equal Employment Opportunity, supporting equity and fairness; Occupational Health and Safety, supporting a safe workplace; Conflict of Interest (including Conflict of Interest in Research); Paid Outside Work; Privacy; Research Conduct; and Staff/Student Relationships.