



Assistant Lecturer

Department/Unit	Centre for Medicine Use and Safety
Faculty/Division	Faculty of Pharmacy and Pharmaceutical Sciences
Classification	Level A
Work location	Parkville campus
Date document created or updated	May 2018

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 Pharmacy and Pharmaceutical Sciences** is dynamic, innovative and ambitious, engaging in world-class research and being a leading education provider for over 130 years. We have two key research initiatives: the Monash Institute of Pharmaceutical Sciences and the Centre for Medicine Use and Safety, in which we engage some of the best equipped and most experienced pharmaceutical scientists in Australia. From a teaching perspective, our education curriculum - comprised of undergraduate, postgraduate and higher degrees by research programs - is purpose designed for the study of pharmacy and pharmaceutical sciences and taught by discipline experts. Our premises are located in 'the Parkville Strip', Australia's premier health & biomedical precinct, and offer world-class teaching facilities and research laboratories to our students and staff. To learn more about the Faculty, please visit our website: www.monash.edu/pharm/.

Position Purpose

The Assistant Lecturer is expected to make a contribution to the teaching effort at the Faculty of Pharmacy and Pharmaceutical Sciences and to carry out activities to develop and maintain scholarly research and/or professional activities relevant to the profession or discipline. This role will be key to the development and support of the new double degree for the Pharmacy vertical integrated master's program (VIM) launched in 2017. The Assistant lecturer will be building content and structure for the new degree, as well as providing teaching and educational support to senior members of academic staff during this vital degree development period.

The Assistant Lecturer enthusiastically and expertly advances our culture of diversity, equity, and inclusion, using curriculum to reinforce our aspirational goals of equity in all aspects of education, science, and health care.

Reporting Line: The position reports to Senior Lecturer

Supervisory Responsibilities: Not applicable

Financial Delegation: Not applicable

Budget Responsibilities: Not applicable

Key Responsibilities

Specific duties required of a Level A academic may include:

1. Assisting in creating new content for the BPharm(Hons) / MPharm degree, including materials and tools associated with both the on-campus and experiential components of the course
2. The conduct of workshops, practicals, and tutorials
3. The preparation and/or delivery of lectures provided that skills and experience demonstrate this capacity
4. The conduct of research and/or involvement in professional activity
5. Consultation with students
6. Marking and assessment primarily connected with subjects in which the academic teaches
7. Development of subject and teaching material for students for whom the academic has responsibility with appropriate guidance from the unit or course coordinator
8. Attendance at departmental, school and/or faculty meetings and/or membership of a limited number of committees

A Level A academic will not be required to teach primarily in subjects which are offered only at Masters level or above. A Level A academic shall work with support and direction from Academic staff classified at Level B and above and with an increasing degree of autonomy as the academic gains in skill and experience. The most complex levels of subject coordination should not be carried out by a Level A academic.

Key Selection Criteria

Education/Qualifications

1. The appointee will have:
 - Completed four years of tertiary study in pharmacy, science or another health sciences degree; or
 - have equivalent qualifications or research or teaching experience; or
 - an honours degree or higher qualifications

Knowledge and Skills

2. Possess a high-level of interpersonal skills and demonstrated ability to work independently and as part of a team across both the education and service sections
3. Ability to work positively and cooperatively with students, internal and external teams and agencies
4. Proven ability, commitment and passion for engaging in research activities
5. Demonstrated ability to stimulate, actively engage and educate a given audience
6. Current practical experience within an industry related to discipline
7. Previous teaching experience in a tertiary environment

Other Job-Related Information

- Travel to other campuses of the University may be required
- There may be peak periods of work during which 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.