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POSITION DESCRIPTION

Senior Lecturer

Education focussed

Position Level	Level C
Faculty/Division	Business
Position Number	00093293
Original Document creation	March 2022

Position Summary

UNSW's Education Focussed roles (EF) enable academics to specialise in education and devote their time to delivering high-quality teaching and pursuing inclusive initiatives to enhance the educational experience of our students. Those who are appointed to this prestigious specialisation will be expected to successfully drive educational excellence within the university's teaching and learning communities.

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

Accountabilities

Specific accountabilities for this role include:

- Advance and disseminate a well-defined teaching philosophy and a critically reflective teaching practice that inspires student learning, engagement, and employability.
- Design and develop inclusive learning activities and resources, and assessment and feedback at both course and program level using a range of suitable approaches and learning environments including team-based and transdisciplinary approaches.
- Lead the design and development of experimental approaches to teaching and learning and participate in the exchange of these approaches with colleagues.
- Conduct classes, assess student learning achievements, and support students in both postgraduate and undergraduate courses in line with UNSW policy.
- Manage course administration as Course Authority, including academic quality assurance.

- Facilitate learning progression with students as individuals (through such things as one-to-one consultation) and as a cohort (through general course related advice) to achieve positive learning and employability outcomes for students.
- Work collaboratively to identify and apply for education funding opportunities.
- Maintain professional development in pedagogy, disciplinary knowledge, and minimum professional accreditation requirements (where relevant) and advance a deep engagement with industry for educational impact.
- Make a positive contribution to School meetings and seminars and be a member of School/Faculty committees as required.
- Actively contribute to and lead (where relevant) the development of the relevant school's education portfolio, including face to face, hybrid, and fully online programs.
- Work collaboratively with peers across the UNSW in all aspects of academic endeavour, develop learning and teaching strategies and resources and contribute to an exchange of teaching ideas, and mentoring of staff as part of the UNSW Education community of practice and scientia education academy.
- Actively stays up to date with discipline and transdisciplinary knowledge and development and translates it to the classroom.
- Ensure hazards and risks are identified and controlled for tasks, projects and activities that pose a health and safety risk within your area of responsibility.
- Align with and actively demonstrate the [UNSW Values in Action: Our Behaviours](#) and the [UNSW Code of Conduct](#).
- 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.

Skills and Experience

- A higher degree (masters) is a minimum requirement. Relevant industry experience or equivalent competence gained through any combination of education, training, and experience. For example, senior fellowship of the higher education academy.
- Demonstrated experience in teaching and learning design using a range of pedagogical approaches, development and delivery of courses and programs, at undergraduate and/or postgraduate level.
- Experience of implementing educational technologies and online delivery methods and sharing best practice with colleagues.
- Evidence of ability to support and inspire students from diverse backgrounds and lead student equity diversity and inclusion initiatives.
- Extensive evidence of teaching effectiveness and passion for educational excellence and fostering this in others.
- Demonstrated experience with industry and/or work-integrated learning.

- Evidence of professional development of teaching practice in self and others with the ability to advance and lead an inclusive culture of excellence in learning and teaching.
- Demonstrated success in initiating curriculum development and continuous improvement.
- Evidence of highly developed interpersonal and organisational skills.
- Demonstrated experience in leading in a teaching team and collaborating across teaching teams.
- Demonstrated ability to interact with the profession and industry and attract funding for learning and teaching initiatives.
- 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.