

Position Description

Lecturer, Health Information Management

Position No:	50147468
Business Unit:	Provost
Division:	School of Psychology and Public Health
Department:	Public Health
Classification Level:	Level B Teaching Focussed
Employment Type:	Part-time, Fixed Term
Campus Location:	Melbourne (Bundoora)
Other Benefits:	http://www.latrobe.edu.au/jobs/working/benefits

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La Trobe University - <http://www.latrobe.edu.au/about>

Position Context/Purpose

One of the larger schools within the University, the School of Psychology & Public Health undertakes teaching and research across a broad range of disciplines, including: Neuroscience; Psychology; Counselling; Rehabilitation Counselling; Art Therapy; Family Therapy; Public Health; Digital Health and Analytics; Health Information Management; and Ergonomics, Safety and Health. The School comprises six academic units: the Department of Public Health, the Department of Psychology, Counselling and Therapy, the Australian Research Centre in Sex, Health and Society (ARCSHS), the Centre for Alcohol Policy Research (CAPR), The Bouverie Centre and the Olga Tennison Autism Research Centre (OTARC).

The Department of Public Health is a leading authority in many areas of public health including health policy, health promotion, health systems, services and management, digital health and analytics, health information management and informatics, and occupational health. The Department hosts a number of specialist research units and programs, including the: Palliative Care Unit (PCU); the Centre for Health Communication and Participation (CHCP); and the Centre for Ergonomics and Human Factors (CEHF).

Research areas include health promotion, vulnerable / at risk populations, chronic illnesses and disability, end of life care, health information management, digital health, health policy, systems and management, gender and health, occupational health, and public health practice. The Department has a dynamic higher degree program in a range of areas, with large numbers of Honours, Masters and PhD students from Australia and overseas. It offers a range of flexible undergraduate and postgraduate courses by which it aims to improve the health and wellbeing of individuals and communities through excellence in teaching and research. The courses include a Bachelor of Health Sciences with majors in public health and health promotion, and a Bachelor of Health Information Management. Flagship postgraduate masters' degrees are offered in Public Health, Health Administration, Digital Health, Health Information Management, and Ergonomics, Safety and Health.

A Level B academic with a teaching focussed appointment will work without the need for close supervision and is expected to develop curriculum, coordinate subjects, teach and support students as they learn. A teaching focussed academic will support the administrative functions of the discipline as well as undertake scholarly work relevant to the development of learning and teaching in their discipline or professional field. A teaching focussed academic is expected to demonstrate teaching excellence in keeping with the La Trobe Teaching Excellence Principles and maintain a track record of excellence as evidenced by Student Feedback on Teaching (SFT) surveys, peer-feedback on teaching and through other evidence-based measures. The Lecturer will be expected to teach into and coordinate designated subjects and to work in co-operation with the course coordinator(s) and discipline lead to deliver an overall outstanding student experience.

Duties at this level will include:

- Develop, coordinate and teach a high-quality learning experience that engages students through the conduct of lectures, tutorials, practical classes, demonstrations, workshops, student field excursions, professional placements and/or other sessions in online, blended or face-to-face modes.
- Participate in innovative course level curriculum design, development and review.
- Demonstrate effectiveness by taking an evidence-based approach to evaluate learning and teaching initiatives.
- Demonstrate a scholarly approach to learning and teaching by contributing to La Trobe's
- SOLT including sharing of good practice.
- Initiate, and participate in innovative subject and course level curriculum design (including the embedding of employability capabilities), development and review in areas such as, but not restricted to, online and blended delivery, taking an evidence-based approach to evaluate how these initiatives improve the student experience.

- Keep abreast of innovations in teaching and learning in areas such as, but not restricted to, online and blended delivery and incorporate where appropriate, to continually develop professional practice skills/knowledge and expertise.
- Provide principle or co-supervision to Honours and Masters by coursework students.
- With mentoring support, as appropriate, obtain funding from internal or external sources for teaching improvement projects.
- Contribute to knowledge transfer and to building relationships at a local level.
- Contribute to the development and delivery of short courses
- Undertake other duties and administrative functions commensurate with the classification and scope of the position as required by the Head of Department or Dean.

Essential Criteria

Skills and knowledge required for the position

- HDR (or near completion) or equivalent accreditation and standing recognised by the University/profession as appropriate for the relevant discipline areas: completion of a Graduate Certificate in Higher Education, or similar qualification/training, would be an advantage.
- Discipline expertise (theoretical and practical) in health informatics and at least one of the following health information management knowledge domains: clinical studies and health classification, health data analysis, and management of health information systems and associated staff, including professional practice.
- Demonstrated effectiveness in teaching, curriculum development and subject coordination in face-to-face, blended and/or online modes, as evidenced by sustained high results on student feedback on teaching surveys, teaching excellence awards or through other forms of evidence.
- Demonstrated competence in teaching and curriculum development.
- Evidence of innovative initiatives undertaken in the last three years that have improved the student experience, and the evaluation of effectiveness of these initiatives.
- Demonstrated ability to engage with the Scholarship of Teaching and Learning.
- High level organisational skills with the ability to set priorities, meet deadlines, initiate and follow-up actions, all with minimal or no supervision.
- Demonstrated high level oral and written communication skills, including the ability to interact effectively, collaboratively and productively with staff and students from a diverse range of backgrounds.
- Ability to supervise, or co-supervise, honours or postgraduate students.
- Ability to produce outputs related to the Scholarship of Learning and Teaching.

Capabilities required to be successful in the position

- Ability to demonstrate self-awareness, see things from another person's perspective and actively seek out and act on feedback to improve knowledge, skills and behaviour.
- Ability to work collaboratively, recognise the value of diversity and model accountability, connectedness, innovation and care.
- Ability to build a culture of continuous improvement, implementing ideas generated by team members.
- Ability to think creatively, explore new ideas and respectfully challenge existing practices in order to improve current ways of working.

Essential Compliance Requirements

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working With Children Check; AND

- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

Other Information

The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

Position Flexibility

La Trobe University is committed to providing a diverse, inclusive and respectful working environment for all staff. We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

Why La Trobe:

- Develop your career at an innovative, global university where you'll collaborate with community and industry to create impact.
- Enjoy working on our inspiring and stunning campuses – the perfect hub for industry, students and academics.
- Help transform the lives of students, partners and communities now and in the future.

This is more than just a job. Working at La Trobe offers opportunities to demonstrate excellence and transform lives.

Here, you'll join exceptional people, partners and communities, who power our operations with ambition and purpose.

We are forward-looking and culturally inclusive. We continuously review, improve and transform our processes to embrace new, flexible approaches. That means you'll always have the opportunity to succeed and make a difference.

La Trobe's Cultural Qualities:



We are accountable

We strive for excellence in everything we do. We hold each other and ourselves to account, and work to the highest standard.



We are connected

We connect to the world outside – the students and communities we serve, both locally and globally



We are innovative

We tackle the big issues of our time to transform the lives of our students and society.



We care

We care about what we do and why we do it. We believe in the power of education and research to transform lives and global society. We care about being the difference in the lives of our students and communities

For Human Resource Use Only

Initials:

Date: