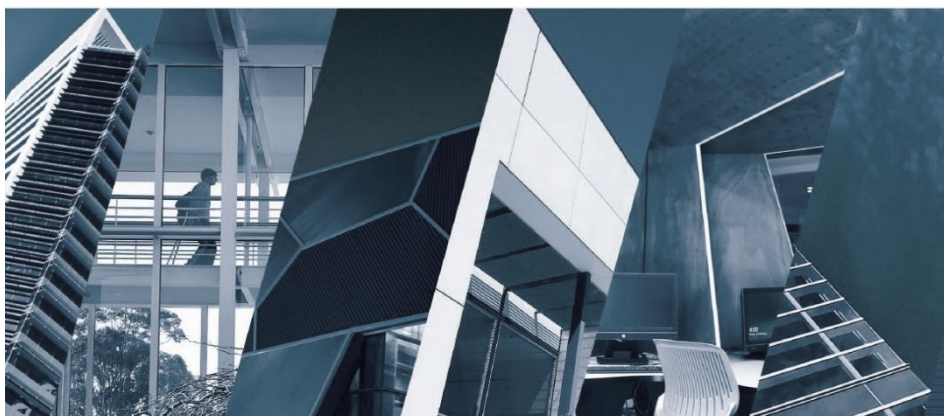


Position Description



Position title:	Lecturer/Senior Lecturer, Primary Education
School/Directorate/VCO:	School of Education
Campus:	Gippsland Campus. Travel between campuses may be required.
Classification:	Academic Level B or Academic Level C
Time fraction:	Full-time / Part-time
Employment mode:	Continuing employment
Mandatory directions	Directions from Victoria's Chief Health Officer require all Victorian-based Federation University workers to be fully vaccinated, unless they are an Excepted Person as defined by the COVID-19 Mandatory Vaccination (Workers) Directions.
Further information from:	Professor Claire McLachlan, Dean, School of Education Telephone: (03) 5327 6269 Email: c.mclachlan@federation.edu.au
Recruitment number:	851191

Position summary

The Lecturer/ Senior Lecturer, Primary Education will be expected to:

Level B:

- contribute to the development and delivery of courses at undergraduate and graduate levels;
- contribute to the School's research program; and
- contribute to the School's administrative functions.

Level C:

- contribute to the development and delivery of courses at undergraduate and graduate levels;
- contribute to the School's research program by participating in research activities and developing or maintaining an active research profile; and
- contribute to the School's administrative functions.

Portfolio

The School of Education offers qualifications from associate degree through to postgraduate levels in initial teacher education (early childhood, primary, secondary and vocational education and training), sport, physical and outdoor education, as well as a range of pathway programmes (FAST, EAP, ELS) which support students across the university and partner providers. Our courses operate from campuses at Mt Helen, Berwick, Horsham and Churchill and in partnership with community education providers, schools and partner providers across Victoria, interstate and internationally.

Background

At Federation University, we are driven to make a real difference to the lives of every student, and to the communities we serve.

We are one of Australia's oldest universities, known today for our modern approach to teaching and learning. For 150 years, we have been reaching out to new communities, steadily building a generation of independent thinkers united in the knowledge that they are greater together.

Across our university and TAFE campuses in Ballarat, Berwick, Brisbane, Gippsland, and the Wimmera, we deliver world-class education and facilities. With the largest network of campuses across Victoria, as well as a growing Brisbane base, we are uniquely positioned to provide pathways from vocational education and skills training at Federation TAFE through to higher education.

To be successful at Federation University you must be willing to enthusiastically embrace the university's ambition as expressed in the 2021 - 2025 University Strategic Plan and share the University's values of:

INCLUSION, we celebrate our diversity, particularly valuing Aboriginal and Torres Strait Islander cultural heritage, knowledge and perspectives.

INNOVATION, we are agile and responsive to emerging opportunities.

EXCELLENCE, we act with integrity and take responsibility for achieving high standards.

EMPOWERMENT, we create a supportive environment to take informed risks in pursuit of success.

COLLABORATION, we establish genuine partnerships built on shared goals.

Key responsibilities

Level B:

1. Develop, teach, coordinate and moderate courses in Primary Education at undergraduate and graduate diploma levels.
2. Undertake teaching and assessment of undergraduate, honours and postgraduate students within the area of Primary Education.
3. Undertake research activities.
4. Supervise students undertaking project courses and honours programs.
5. Supervise research higher degree students.
6. Participate in team projects and various committees as required.
7. Contribute to the administrative functions of the School.
8. Other responsibilities applicable to a Level B academic under current minimum standards for Academic Levels, as assigned by the Dean and Head of School/Deputy Dean.

Level C:

1. Provide leadership in developing, teaching, coordinating, and moderating courses in Primary Education at undergraduate, honours and graduate levels.
2. Undertake teaching and assessment of undergraduate and postgraduate students within the area of Primary Education.
3. Supervise students undertaking project courses, honours programs and research higher degrees.
4. Making a significant contribution to research activity within the School.
5. Participate in team projects and various committee meetings as required.
6. Contribute significantly to the administrative functions of the School undertaking and overseeing broad administrative functions within the school.
7. Other responsibilities applicable to a Level C academic under current minimum standards for Academic Levels, as assigned by the Dean and Head of School/ Deputy Dean.

Applicable for appointment at both levels:

1. Reflect and embed the University's strategic purpose, priorities and goals when exercising the responsibilities of this position. For a more complete understanding and further information please access the Strategic Plan at: <https://federation.edu.au/about-us/our-university/strategic-plan>.
2. Undertake the responsibilities of the position adhering to:
 - The Staff and Child Safe Codes of Conduct and Conflict of Interest Policy and Procedure;
 - Equal Opportunity and anti-discrimination legislation and requirements;
 - the requirements for the inclusion of people with disabilities in work and study;
 - Occupational Health and Safety (OH&S) legislation and requirements; and
 - Public Records Office of Victoria (PROV) legislation.

Level of responsibility

Level B:

The Lecturer, Primary Education will work independently in the conduct of teaching and research activities, and be an active contributor to administrative functions within the School.

Level C:

The Senior Lecturer, Primary Education will be expected to work independently in the conduct of teaching and research activities, and assume a leadership role within the School in one or more of the areas of teaching, research and administration.

Position and Organisational relationships

The Lecturer/ Senior Lecturer, Primary Education will work under the broad direction of the Dean and Head of School/Deputy Dean, and work as part of the School's team of academic and administrative staff.

Key selection criteria

Applicants must demonstrate they are able to undertake the inherent responsibilities of the position as contained in the position description and are able to meet the following key selection criteria:

Level B:

Training and qualifications

1. A master's degree with relevant experience in primary teaching and a significant research component.
2. Graduate Certificate in Education (Tertiary Teaching) or equivalent or willingness and commitment to complete this qualification upon commencement of employment.

Experience, knowledge and attributes

3. Knowledge and expertise in professional practice, as well as specialist knowledge in a curriculum area (eg. Literacy, Indigenous education, the Arts and Humanities etc.) is preferred.
4. Commitment to scholarship and a potential for academic advancement.
5. Demonstrated commitment to and enthusiasm for teaching, and a good teaching record.
6. Previous experience in academic administration, including the administration of courses.
7. Evidence of research expertise and a demonstrated capacity and preparedness to achieve an active research profile in the field of lecturing discipline.
8. Evidence of an ability to work collegially.
9. Demonstrated interpersonal, oral and written communications skills and an ability to relate well to students and other University staff.
10. A capacity to contribute to the supervision of honours and graduate students.
11. Demonstrated ability to develop and implement a student-centred approach with a focus on student educational experience and success.
12. Knowledge and understanding of the needs, including learning needs, of a diverse range of students, including those with disabilities.
13. Demonstrated working knowledge and application of the Child Safety Standards.
14. Demonstrated knowledge and application of appropriate behaviours when engaging with children, including children with a disability and from culturally and/or linguistically diverse backgrounds.

Level C:**Training and qualifications**

1. A doctoral qualification with relevant experience in primary teaching is required.
2. Graduate Certificate in Education (Tertiary Teaching) or equivalent or willingness and commitment to complete this qualification upon commencement of employment.

Experience, knowledge and attributes

3. Knowledge and expertise in professional practice, as well as specialist knowledge in a curriculum area (eg. Literacy, Indigenous education, the Arts and Humanities etc.) is preferred.
4. Demonstrated commitment to and enthusiasm for teaching and learning, and a good teaching record.
5. Demonstrated record of research at an international level.
6. Demonstrated capacity to supervise honours and research postgraduate students.
7. Capacity to work independently, as well as part of a team.
8. Organisational and administrative abilities necessary for the construction, coordination and administration of courses.
9. Substantial University administrative experience.
10. Excellent interpersonal, oral and written communications skills and an ability to relate well to students and other University staff.
11. Demonstrated commitment and ability to develop and implement a student-centred approach with a focus on student success, including the ability to monitor student success initiatives.
12. Knowledge and understanding of the needs, including learning needs, of a diverse range of students, including those with disabilities.
13. Demonstrated working knowledge and application of the Child Safety Standards.

14. Demonstrated knowledge and application of appropriate behaviours when engaging with children, including children with a disability and from culturally and/or linguistically diverse backgrounds.

The University reserves the right to invite applications and to make no appointment.

It is not the intention of the position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position. The aspects mentioned above may be altered in accordance with the changing requirements of the role.

Key Minimum Standards for Academic Levels (MSALs)**Teaching and research academic staff****Level B**

A Level B academic will undertake independent teaching and research in his or her discipline or related area. In research and/or scholarship and/or teaching a Level B academic will make an independent contribution through professional practice and expertise, and coordinate and/or lead the activities of other staff, as appropriate to the discipline.

A Level B academic will normally contribute to teaching at undergraduate, honours and postgraduate level, engage in independent scholarship and/or research and/or professional activities appropriate to his or her profession or discipline. He or she will normally undertake administration primarily relating to his or her activities at the institution and may be required to perform the full academic responsibilities of and related administration for the coordination of an award program of the institution.

The standards are not exhaustive of all tasks in academic employment, which is by its nature multi-skilled and involves an overlap of duties between levels.

Level C

A Level C academic will make a significant contribution to the discipline at the national level. In research and/or scholarship and/or teaching he or she will make original contributions, which expand knowledge or practice in his or her discipline.

A Level C academic will normally make a significant contribution to research and/or scholarship and/or teaching and administration activities of an organisational unit or an interdisciplinary area at undergraduate, honours and postgraduate level. He or she will normally play a major role or provide a significant degree of leadership in scholarly, research and/or professional activities relevant to the profession, discipline and/or community and may be required to perform the full academic responsibilities of and related administration for the co-ordination of a large award program or a number of smaller award programs of the institution.

The standards are not exhaustive of all tasks in academic employment, which is by its nature multi-skilled and involves an overlap of duties between levels.