

Position Description

Undergraduate Education Lead

Position Number: 00079559
*Position Title: Undergraduate Education
 Lead, School of Psychiatry*
Date Written: November 2019

Faculty / Division: UNSW Medicine
School / Unit: School of Psychiatry
Position Level: Level B/C

ORGANISATIONAL ENVIRONMENT

UNSW is currently implementing a ten-year strategy to 2025 and our ambition for the next decade is nothing less than to establish UNSW as Australia's global university. We aspire to this in the belief that a great university, which is a global leader in discovery, innovation, impact, education and thought leadership, can make an enormous difference to the lives of people in Australia and around the world.

Following extensive consultation in 2015, we identified three strategic priority areas. Firstly, a drive for academic excellence in research and education. Universities are often classified as 'research intensive' or 'teaching intensive'. UNSW is proud to be an exemplar of both. We are amongst a limited group of universities worldwide capable of delivering research excellence alongside the highest quality education on a large scale. Secondly, a passion for social engagement, which improves lives through advancing equality, diversity, open debate and economic progress. Thirdly, a commitment to achieving global impact through sharing our capability in research and education in the highest quality partnerships with institutions in both developed and emerging societies. We regard the interplay of academic excellence, social engagement and global impact as the hallmarks of a great forward-looking 21st century university.

To achieve this ambition, we are attracting the very best academic and professional staff to play leadership roles in our organisation.

VALUES IN ACTION: OUR UNSW BEHAVIOURS

UNSW recognises the role of employees in driving a high-performance culture. The behavioural expectations for UNSW are below.



Delivers high performance and demonstrates service excellence.



Thinks creatively and develops new ways of working. Initiates and embraces change.



Works effectively within and across teams. Builds relationships with internal and external stakeholders to deliver on outcomes.



Values individual differences and contributions of all people and promotes inclusion.



Treats others with dignity and empathy. Communicates with integrity and openness.

OVERVIEW OF RELEVANT AREA AND POSITION SUMMARY

UNSW Medicine is a national leader in learning, teaching and research, with close affiliations to a number of Australia's finest hospitals, research institutes and health care organisations. With a strong presence at UNSW Kensington campus, the faculty have staff and students in teaching hospitals in Sydney as well as regional and rural areas of NSW including Albury/Wodonga, Wagga Wagga, Coffs Harbour and Port Macquarie. The Faculty of Medicine supports innovative educational developments, including digital uplift and innovations in course content and teaching methods.

UNSW's Education Focussed roles (EF) enable academics to specialise in education and devote their time to delivering high-quality teaching and pursuing 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 School of Psychiatry is widely reputed as the pre-eminent psychiatric department in the country and one of the leading academic groups internationally. The school receives considerable research funds from the NHMRC through project grants and program grants. School members also receive funding from other national peer-reviewed competitive funding bodies. The School of Psychiatry is located on Campus at UNSW Sydney and at the University's teaching hospitals, including at Prince of Wales, St Vincent's, St George and Liverpool, as well as Justice Health and Forensic Mental Health Network, St John of God and the Rural Clinical School.

The Undergraduate Education Lead position will have responsibility for the oversight and implementation of the undergraduate psychiatry teaching programme delivered across Phases 1, 2 and 3 of the UNSW Medicine programme. The incumbent will be responsible for the school's delivery of high-quality teaching and take a leadership role in the development and delivery of local training opportunities within the relevant discipline, leading and supporting the establishment of initiatives that provide and develop innovative training solutions and pathways. This position will chair the Psychiatry Undergraduate Teaching Committee as well as partner with the members of the School Education Support Team to ensure the successful delivery of the undergraduate psychiatry education programme. The role will represent the School at Faculty and University level committees focused on education and work closely with other functions in the Faculty to provide leadership and localised strategies in medical student mental health and wellbeing.

The role of Undergraduate Education Lead reports to the Head of the School of Psychiatry and has no direct reports.

RESPONSIBILITIES

Specific responsibilities for this role include:

- Convene Phases 1 through 3 of the School of Psychiatry education programme within the Undergraduate Medicine Programme
- Lead the review of content, teaching methods and teaching resources available to students in the School of Psychiatry educational components of the Undergraduate Medicine Programme, including but not limited to implementing an innovative curriculum refresh of the psychiatry undergraduate education programme driving educational excellence across the university
- Conduct classes, assess student learning achievements and support students in line with UNSW policy
- Work collaboratively with the clinical and non-clinical lecturers/supervisors to ensure successful delivery of the psychiatry education programme
- Provide support and contribute to the development of clinical teaching peers across the clinical sites in our partner LHDs, and support our Clinical Academic staff in facilitating delivery of clinical teaching and examinations at these site
- Actively engage and contribute to educational scholarship and innovation at the School, Faculty and University level as well as working collaboratively to identify and apply for internal education funding opportunities

- Maintain and develop links within the discipline industry and profession (e.g. contributes to professional development activities)
- Provide advice and resolutions on matters such as student poor performance, late submissions, examiner recruitment and supervisor accessibility in relation to the Psychiatry components of the undergraduate Medicine programme
- Actively engage and contribute to UNSW's Education Focussed community driving educational excellence across the university, including by representing the School at Faculty and University level committees/groups, including Chairing the Psychiatry Undergraduate Teaching Committee
- 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

SELECTION CRITERIA

- A medical degree, registered to practice in NSW and specialist qualification in Psychiatry
- Actively stays up to date with discipline knowledge and development
- Demonstrated experience developing and delivering teaching and learning using a range of pedagogical approaches in clinical and non-clinical contexts
- Evidence of teaching effectiveness and passion for educational excellence and fostering this in others
- A significant track record of engagement with medical education
- Experience of implementing educational technologies and online delivery methods
- Demonstrated experience with industry or work integrated learning
- Demonstrated success in initiating curriculum development and improvement
- Evidence of highly developed interpersonal and organisational skills
- Evidence of ability to support and inspire students from diverse backgrounds and support student equity diversity and inclusion initiatives
- Knowledge of health and safety responsibilities and commitment to attending relevant health and safety training

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.