



ASSISTANT LECTURER

DEPARTMENT/UNIT	School of Biological Sciences
FACULTY/DIVISION	Faculty of Science
CLASSIFICATION	Level A
WORK LOCATION	Clayton campus

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 Science** contributes to the University's goals via research, teaching and partnerships with industry, government and individual supporters. Our five Schools cover a large and diverse range of disciplines in undergraduate and postgraduate courses. Ten Schools from other university faculties contribute to science teaching at all levels, allowing students to choose their studies from physical, biological, biomedical, behavioural, environmental, mathematical and computer sciences. The research in the Faculty of Science is carried out by world-class researchers. Their work spans the theoretical to the applied, contributes to new knowledge and technologies, and challenges how we interact with the world. To learn more about the Faculty of Science, please visit our website: www.monash.edu/science/.

The **School of Biological Sciences** has an international reputation for quality research and education programs. Our vision is to improve the human condition by providing, in a context of partnerships, the science and science education required to comprehend and forecast biological responses to emerging environments. We aim to become a global leader in biology through exceptional research, comprehensive high-quality teaching and broader community engagement. Our School is one of significant complexity, combining varied plant and animal field-based research with laboratory and biotechnology-based investigations. To help us achieve our aims, we have a strong complement of academic, research and professional staff and a significant student population. For more information about the School of Biological Sciences, please visit our website: www.monash.edu/science/about/schools/biological-sciences/.

POSITION PURPOSE

A Level A academic will contribute to the teaching effort of the University, particularly at undergraduate and graduate diploma level and to carry out activities to develop their scholarly, research and/or professional expertise relevant to the profession or discipline.

A Level A academic is sought to coordinate and run the practical and/or tutorial classes of 2nd and/or 3rd Year genetics units offered by the School of Biological Sciences. The Assistant Lecturer will work in collaboration with the Unit Coordinators, Unit Lecturers, and Unit Teaching Technical staff. This will be a full time position for an incumbent with extensive knowledge of Mendelian, molecular and population genetics in prokaryotes and eukaryotes. The position will involve preparation of practical teaching materials, development and refinement of laboratory classes, monitoring and maintenance of the learning management system (Moodle), running laboratory classes, supervising and advising Teaching Associates, consulting with students both in-person and via email/Moodle, preparing, supervising and marking tests and contributing to active learning workshops.

Reporting Line: The position reports to the Education Director

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. The conduct of tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and/or studio sessions
2. The preparation and delivery of lectures and seminars provided that skills and experience demonstrate this capacity
3. The conduct of research
4. Involvement in professional activity
5. Consultation with students
6. Marking and assessment primarily connected with subjects in which the academic teaches
7. Production of teaching materials for students for whom the academic has responsibility
8. Development of subject material with appropriate guidance from the subject or course coordinator
9. Limited administrative functions primarily connected with subjects in which the academic teaches
10. Acting as subject coordinators provided that skills and experience demonstrate this capacity
11. Attendance at departmental, school and/or faculty meetings and/or membership of a limited number of committees

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
 - An honours degree or higher qualifications in the relevant discipline and/or progress towards a doctorate in the relevant discipline; or
 - a doctorate in the relevant discipline or a closely related field

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 sectors
3. Demonstrated statistical analysis and manuscript preparation skills

4. Ability to work positively and cooperatively with students, internal and external teams and external organisations
5. Demonstrated record of teaching experience in a tertiary environment
6. Demonstrated ability to motivate, actively engage and educate a given audience
7. Demonstrated experience in developing teaching material
8. Proven ability, commitment and passion for engaging in scholarly and research activities
9. A demonstrated capacity to work in a collegiate manner with other staff in the workplace
10. Extensive knowledge of Mendelian, molecular and population genetics

OTHER JOB RELATED INFORMATION

- Travel to other campuses of the University may be required
- There may be a requirement to work additional hours from time to time
- There may be peak periods of work during which taking of leave may be restricted
- A current satisfactory Working With Children Check is required

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.