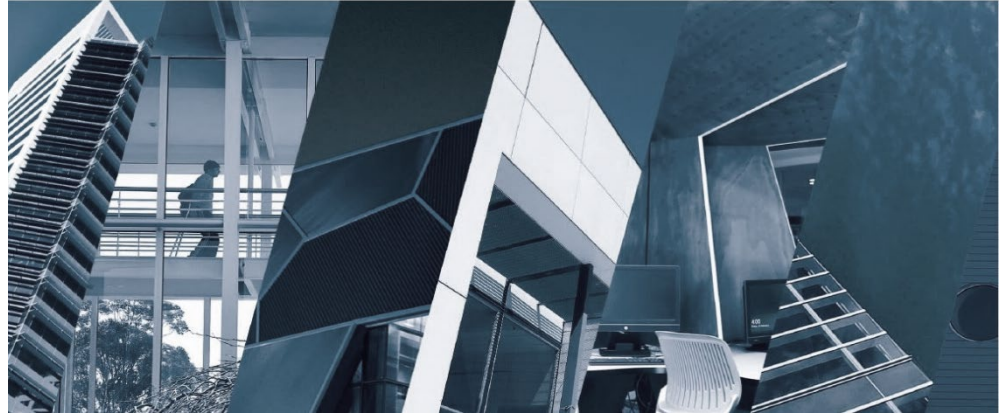


## Position Description



Position title:	Lecturer, Occupational Therapy: Mental Health or Paediatrics
School/Directorate/VCO:	School of Health
Campus:	Gippsland Campus
Classification:	Academic Level B
Time fraction:	Part-time
Employment mode:	Continuing employment
Probationary period:	This appointment is offered subject to the successful completion of a probationary period.
Further information from:	Professor Wendy Cross, Dean, School of Health Telephone: (03) 5122 9061 E-mail: w.cross@federation.edu.au
Recruitment number:	850018

### 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.

This position description is agreed to by

\_\_\_\_\_  
Employee name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Portfolio

The School of Health is a multi-campus School and comprises approximately more than 40 continuing academic staff, a range of administrative and professional staff and sessional staff members.

The School of Health offers a range of undergraduate and postgraduate programs in nursing, midwifery, Occupational Therapy (OT), Physiotherapy (PT), occupational health and paramedicine.

Research, industry collaboration and consultancy form a major aspect of the School's activities, with numerous partnerships established with local, state, national and international organisations.

## Position summary

Appropriate to a Level B appointment, the Lecturer, Occupational Therapy will be expected to:

- contribute to the development and delivery of courses at undergraduate and graduate levels, specifically related to either mental health or paediatrics;
- contribute to the School's research program; and
- contribute to the School's administrative functions.

## Key responsibilities

1. Develop, teach, coordinate and moderate courses in Occupational Therapy at undergraduate and graduate diploma levels.
2. Liaise with stakeholders and clinicians to build networks to identify and support clinical placements across Victoria.
3. Undertake teaching and assessment of undergraduate, honours and postgraduate students within the area of Occupational Therapy and other related disciplines.
4. Undertake research activities and supervise honours and HDR students, where appropriate.
5. Supervise students undertaking clinical placement, project courses and honours programs.
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.
9. 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>.
10. 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

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

## Training and qualifications

The Lecturer, Occupational Therapy will hold at least a master's degree plus have current unrestricted registration as a Registered Occupational Therapist with Australian Health Practitioner Regulation Agency (AHPRA). A willingness to enrol or be enrolled in a doctoral level qualification is desirable.

The Lecturer, Occupational Therapy will also have completed the Graduate Certificate in Education (Tertiary Teaching) or equivalent. If the Lecturer, Occupational Therapy does not hold this qualification, they will be required to complete the qualification through the University's Centre for Learning Innovation and Professional Practice upon commencement of their employment (for further information, go to: <https://federation.edu.au/staff/learning-and-teaching/professional-development/award-programs/graduate->

certificate-in-education-tertiary-teaching-gcett).

All academic positions delivering education and/or services to children (a child for this purpose is considered to be someone below the age of 18 years) in first-year undergraduate programs must hold a valid Working with Children Check (WWCC) or hold a current registration with the Victorian Institute of Teaching (VIT).

### **Position and Organisational relationships**

The Lecturer, Occupational Therapy will work under the broad direction of the Discipline Head of Occupational Therapy 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:

1. A relevant master's degree, with a significant research component and current unrestricted registration as a Registered Occupational Therapist with Australian Health Practitioner Regulation Agency (AHPRA). A willingness to enrol or be enrolled in a doctoral level qualification is desirable.
2. Graduate Certificate in Education (Tertiary Teaching) or equivalent or willingness and commitment to complete this qualification upon commencement of employment.
3. Evidence of ability to liaise with relevant stakeholders and clinicians and monitor Occupational Therapy students undertaking clinical placement.
4. Commitment to scholarship and a potential for academic advancement.
5. A demonstrated track record in student centred teaching and a commitment to ensuring the highest quality of educational experience for students in Occupational Therapy and related programs.
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 Occupational Therapy including publishing in relevant peer reviewed journals, contributing to research projects and grant funding applications.
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. Knowledge and understanding of the needs, including learning needs, of a diverse range of students, including those with disabilities.
12. Demonstrated working knowledge and application of the Child Safety Standards.
13. 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.*

Federation University Australia  
Union Collective Agreement  
2015–2018  
Academic and General Staff Employees