



Charles Sturt
University

Position Description



Associate Lecturer / Lecturer in Policing Studies

School of Policing Studies

Faculty Business, Justice and Behavioural Sciences

Classification

Level A / B

Delegation Band

Delegations and Authorisations Policy (see Section 3)

Special Conditions

(i) This appointment is conditional upon you satisfying and maintaining the requirements of a NSW Police Professional Suitability check. In the event that you do not satisfy such requirements, the University reserves the right not to proceed with your employment or if you are employed, to terminate your employment. In accepting this offer of employment, you authorise the University and NSW Police to undertake this check at any time during your period of employment. The Administration Officer, School of Policing Studies will liaise with you directly in order to complete the application process prior to commencement.

This appointment is also conditional upon you adhering to the NSW Police Force Student Management Dress and Grooming requirements.

Please note that it is a requirement for all academic staff to undertake three (3) days of annual field placement as part of ongoing professional development.

(ii) The contract applies to teaching focussed appointments at the School of Policing Studies only. This contract offer is not transferable within other Faculties and Schools within CSU.

The contract of employment is dependent upon continuing student intakes offerings for the Associate Degree in Policing Practice and the University Certificate in Workforce Essentials. In the event of insufficient student numbers, then the contract of employment can be terminated with a written notification provided to the staff member of at least of 3 months.

The contract of employment and associated conditions are non-negotiable. Any staff member who makes any amendment to the offer of employment will render their offer invalid.

Nature of Employment

Fixed Term

Workplace Agreement

Charles Sturt University Enterprise Agreement

Date Last Reviewed

March 2021



Faculty of Business, Justice and Behavioural Sciences

The Faculty of Business, Justice and Behavioural Sciences brings together a range of courses and Schools that focus on real-world challenges.

CSU enjoys a global reputation as a leading provider of undergraduate, postgraduate and specialist professional programs. In the Faculty of Business, Justice and Behavioural Sciences our specialities are in policing, law, criminology, security, emergency management, customs and excise studies, border management, accounting, engineering, human resources, marketing, business management, computing and information technology. We possess excellent relationships with our industry, government and community partners. Our research is high impact, practical and at world standard.

School of Policing Studies

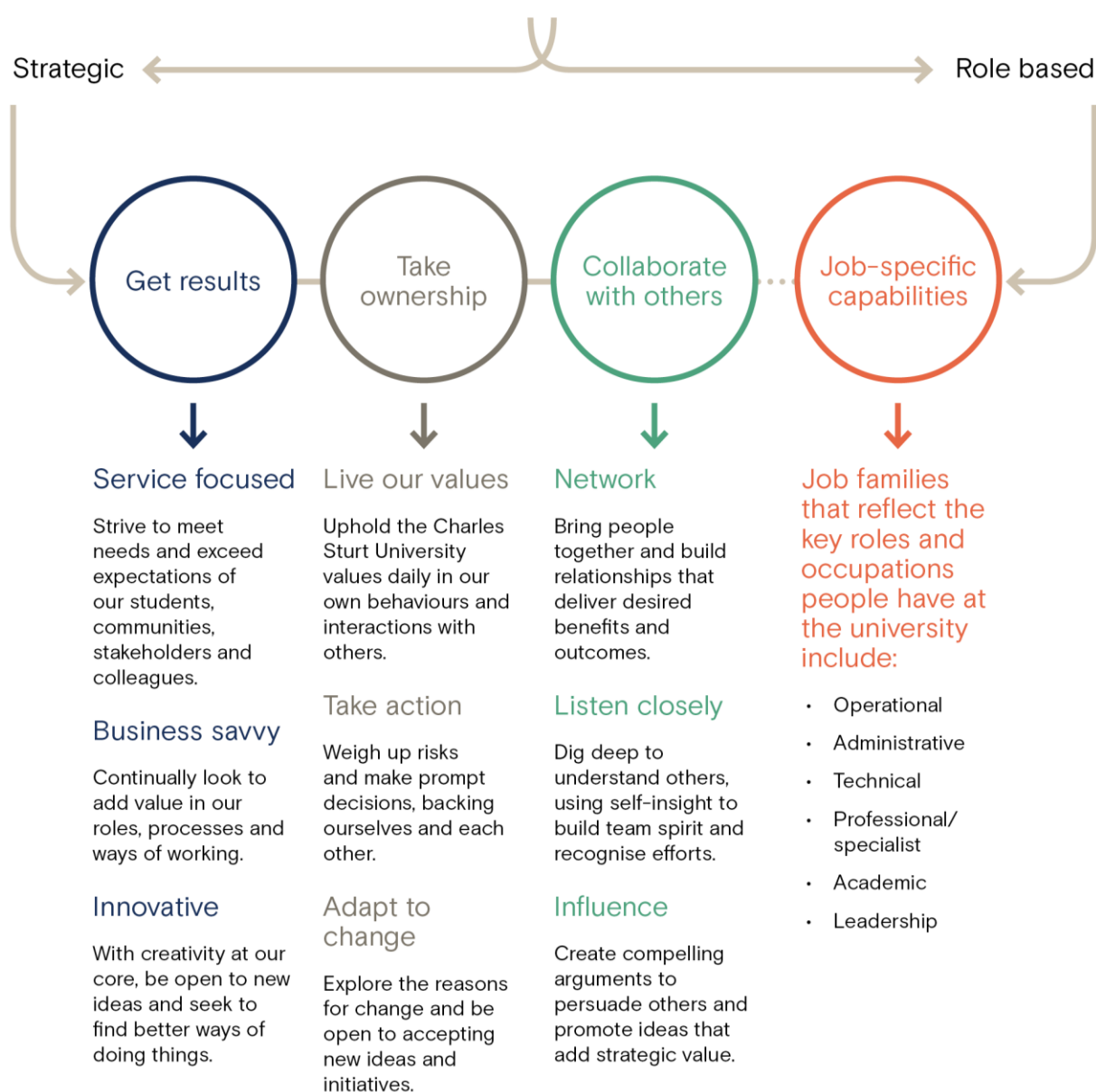
The School of Policing Studies (SOPS) is Australia's leading provider of Police recruit level training. The School of Policing Studies and the NSW Police Force (NSWPF) have formed a unique partnership to design, develop and deliver tertiary courses in policing. The partnership is an important strategy in the development of police recruit level training in NSW. The resources of both a large residential police academy and a responsive and progressive university have been brought together to provide a balanced, innovative service in police recruit level training and education.

The School of Policing Studies is the largest School in the Faculty of Business, Justice and Behavioural Sciences, Charles Sturt University and is located within the NSW Police Force Academy, Goulburn.

For further information about the School please visit our website at <https://bjbs.csu.edu.au/schools/policing-studies>

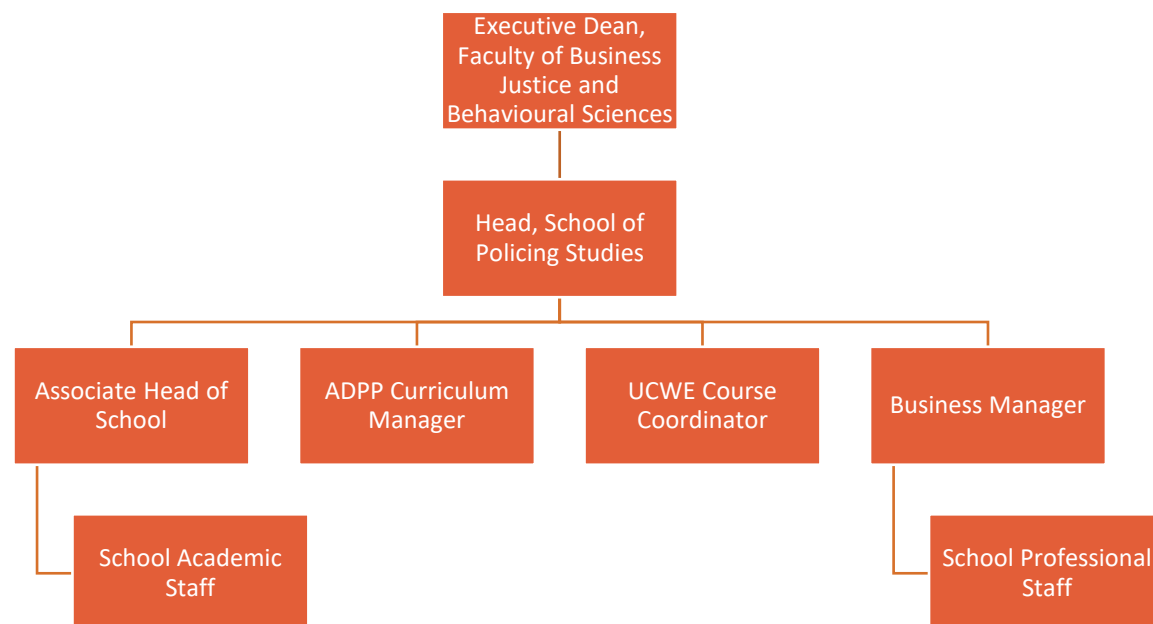


Our University Values





Organisational Chart



Reporting relationship

This position reports to: Head of School

This position supervises: N/A



Position overview

Located in the School of Policing Studies, Goulburn, academic staff will primarily teach and undertake subject development in the undergraduate policing program for internal and distance education students studying to be a Police Officer with the NSW Police Force. In addition, an integral component of an academic staff member's workload will be dedicated to professional industry liaison, by maintaining sound relationships with industry agencies.

Academic staff in Policing Studies will hold an appropriate professional qualification to teach and have the capacity to undergo training provided by the NSWPF to deliver integrated curriculum on the Course. Academic staff must be capable of teaching on all facets of the Course (excluding weapons and officer safety training; and components of driver training) and will have a strong background in Policing and/or one of the following subject areas:

- Operational policing
- Investigation (investigative interviewing and practices)
- Criminal law and procedure
- Road safety
- Drug enforcement and harm minimisation
- Policing and society
- Community policing
- Professional ethics
- Communications
- Leadership and management
- Information and intelligence

Academic staff are expected to demonstrate a strong collegial commitment towards the ongoing development of the School, maintain best practice standards in teaching, and contribute to the wider community.

Principal responsibilities

- Apply CSU learning and teaching methodologies, processes, technologies and tools to deliver high quality student centred learning opportunities in policing and as required to meet the teaching needs of the University. Achieve excellence in teaching in a range of delivery modes, which may include face to face and online teaching and assessment;
- Build strong professional relationships with students and provide timely and appropriate consultation and feedback;
- Actively contribute to collaborative processes to design, deliver and continually improve high quality courses and learning experiences for students including the giving and receiving of constructive feedback;
- Actively contribute to high performing multi-disciplinary teams with an outcome focus and the development of a respectful, trusting and collaborative working environment;
- Maintain a sound and current knowledge and understanding of policing through industry engagement and/or scholarly activities or similar;
- Actively contribute to the governance, marketing and promotion, and administrative activities to facilitate the work of the Faculty/School.
- Other duties appropriate to the classification as required



Physical capabilities

- Work in other environments beyond the school, such as other campuses, as well as possible car and air travel and work with a diverse range of staff, students and community members.
- On occasion drive a university vehicle distances up to 500km per day within the terms of the university's [Driving Hours Guidelines and Policy](#).
- Perform in an accurate and timely manner push/pull, reaching, grasping, fine manipulation tasks, including lifting items up to 10kg.
- Possess the physical ability to carry out shelving duties, such as frequent bending, reaching/stretching, squatting and repetitive lifting.



Selection criteria

Applicants are expected to address the selection criteria when applying for this position.

Essential criteria for appointment at Level A and Level B

- A. A relevant qualification greater than an associate degree appropriate to the discipline; or a relevant qualification with significant industry experience that demonstrates achievement equivalent to the learning outcomes of an associate degree;
- B. Sound knowledge and understanding of the discipline gained through industry experience and/or scholarly activities or similar;
- C. Demonstrated high level analytical, critical thinking and problem solving skills;
- D. Demonstrated ability to build strong partnerships, networks and relationships to achieve professional and team objectives;

Additional Essential criteria for appointment at Level B

- E. A masters or doctoral qualification appropriate to the discipline or equivalent accreditation and standing.

Desirable Criteria for appointment at Level A and Level B

- Class C Driver's Licence.

The successful applicant will be subject to a NSW Police Force Professional Suitability Check, Baseline Vetting and National Police check/s.

