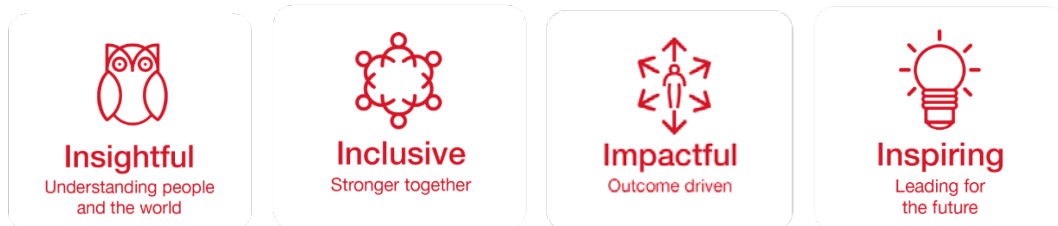


## Lecturer/Senior Lecturer in Communication

School of Communication and Creative Industries  
Faculty of Arts and Education

Classification	Level B/C
Delegation	<a href="#">Delegations and Authorisations Policy (see Section 3)</a>
Nature of Employment	Continuing
Workplace Agreement	<a href="#">Charles Sturt University Enterprise Agreement 2013 - 2016</a>
Date Last Reviewed	August 2018

### Our University Values



### Our Core Competencies

Charles Sturt University (CSU) staff are expected to demonstrate the following competencies:

#### **Set Direction and Deliver Results**

- Creating and innovating.
- Delivering results and meeting customer expectations.
- Entrepreneurial and commercial thinking.

#### **Collaborate with Impact**

- Relating and networking.
- Working with people.
- Persuading and influencing.

#### **Lead Self and Others**

- Adhering to principles and values.
- Deciding and initiating action.
- Adapting and responding to change.

### Faculty – Organisational Environment

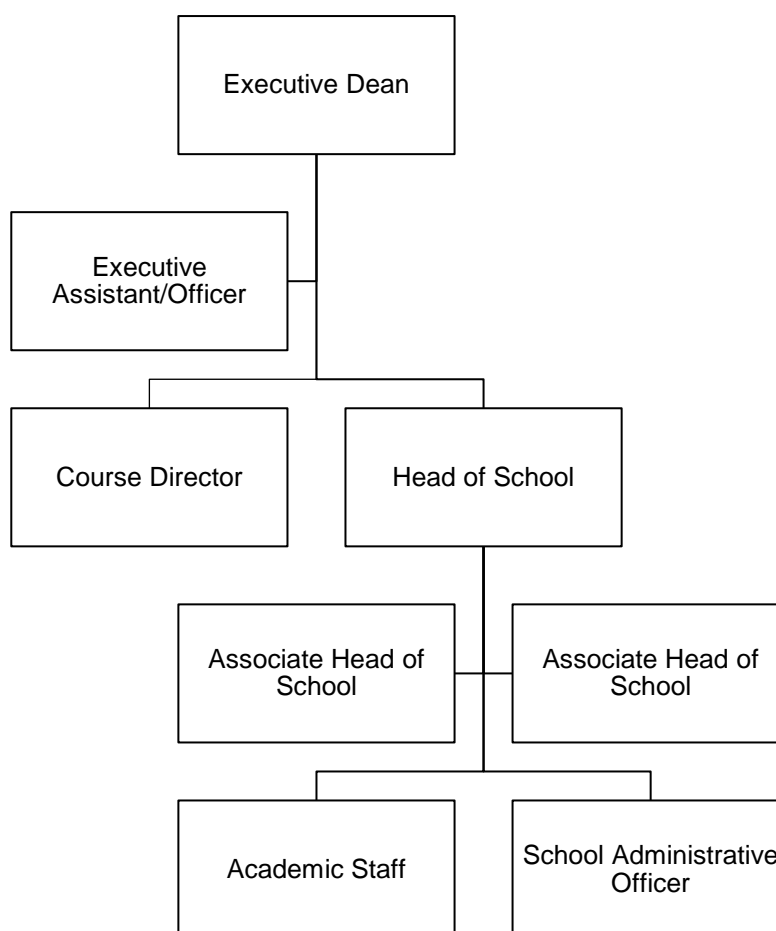
The Faculty of Arts and Education is one of three Faculties within the University. Eight Schools and Centres offer a diversity of courses in education, communication, creative industries, social work and human services, library and information studies, theology, humanities, Indigenous Australian studies and Islamic studies.

With approximately 9,000 online students and 3,000 on campus students, the Faculty is an innovator in online and blended learning modes. Over 200 academic staff deliver distinctive courses, and are supported by a skilled team of professional staff. On campus courses are delivered at the University's Wagga Wagga, Albury-Wodonga, Bathurst, Dubbo, and Port Macquarie campuses, and at other locations including Sydney and Canberra.

Academic staff within the Faculty undertake high quality, impactful research that engages with governments and professional organisations, nationally, internationally and in regional communities, ensuring excellent supervision for Higher Degree Research students.

The School of Communication and Creative Industries, based in Bathurst, Wagga Wagga and Port Macquarie, fosters an environment of innovation, creativity and critical thinking through excellence in teaching, research and professional practice in a wide range of interdisciplinary fields across communication, visual art, design and performing arts. Strong industry links and affiliations ensure ongoing relevance in course design, state of the art facilities, national and international recognition of staff and students and high rates of graduate employment outcomes.

### Organisational Chart



### Reporting Relationships

This position reports to: Head of School, School of Communication and Creative Industries

This position supervises: Nil

## **Position Overview**

The School of Communication and Creative Industries is in a phase of renewal and seeks three academic staff to develop and teach subjects in the schools undergraduate and postgraduate Communication courses, supervise HDR and Masters Students and produce research in a relevant field. The School requires expertise across the following areas: digital media, public relations, organisational communication, and communication theory.

## **Principal Responsibilities**

1. Outstanding contribution to the development, implementation and promotion of CSU learning and teaching methodologies, processes, technologies and tools to deliver and lead high quality student centred learning opportunities in the relevant discipline 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;
2. Supervise Research Higher Degree and Masters students;
3. Lead collaborative processes to design, deliver and continually improve high quality courses and learning experiences for students including the giving and receiving of constructive feedback;
5. Lead and manage the convening, coordination and delivery of subjects and/or courses, as required;
6. Mentor and coach the academic development of colleagues;
7. Expand current knowledge and understanding of the relevant discipline through original and substantial contributions to industry engagement and/or scholarly activities or similar;
8. Provide a significant degree of leadership and manage research teams which contribute to the development to the profession, discipline and/or community;
9. Lead collaborative research projects with internal and external researchers and stakeholders;
10. Foster partnerships with the professions that bring direct benefit to the strategic work of the university, in terms of teaching, workplace learning, course profile and/or areas of research strength;
11. Develop and improve policy and practice through involvement in professional/industry associations, accreditation authorities, conference organisations, advisory bodies, and national or international delegations, consistent with the University's Outside Professional Activities Policy;
12. Engage in and make substantial contributions in professional practice in a discipline or field for the purposes of improving/transforming professional practice and feeding back into teaching and/or practice across the professions OR which demonstrates the maintenance or development of significant advanced practice skills or improves/transforms practices within the profession and which informs teaching;
13. Lead projects to enhance curricula and that are of particular benefit to the School or discipline, or projects that investigate practice and university teaching/curricula;
14. Participate and demonstrate leadership in the governance, marketing and promotion, and administrative/academic activities to facilitate the work of the Faculty/School;
15. Other duties appropriate to the classification as required.

**Capabilities**

- Demonstrated ability to be adaptive and accepting of new ideas, and a willingness to approach new challenges and adjust plans to meet new priorities;
- Capacity to work harmoniously and constructively with other members of the School;
- Coordinate, lead and motivate others in the achievement of project goals or professional activities as appropriate to the School;
- Ability to regulate one's own behaviour, and act appropriately in the execution of duties;
- Possess the enthusiasm and energy to set and meet challenging objectives and to organise resources in order to achieve outcomes in a timely manner.

**Physical Capabilities**

The position may involve work in other environments beyond the Faculty such as other campuses as well as possible car and air travel. It will include work with a diverse range of staff, students and community members.

## **Selection Criteria**

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

### **Essential Criteria for Appointment at Level B**

1. A doctoral or masters qualification appropriate to the relevant discipline or equivalent accreditation and standing;
2. A record of research/creative works or professional activity relevant to the discipline, which demonstrate a capacity to make an autonomous contribution;
3. Sound knowledge and understanding of the discipline gained through industry experience and/or scholarly activities or similar;
4. Demonstrated high level written and oral communication and interpersonal skills including negotiating, presenting, active listening and the giving and receiving of constructive feedback;
5. Demonstrated ability to build strong partnerships, networks and relationships to achieve professional and team objectives;
6. Demonstrated capacity to work both collaboratively and independently in a large complex academic setting with an outcome focus.

### **Essential Criteria for Appointment at Level C**

1. A doctoral qualification, relevant to the discipline or equivalent accreditation and standing;
2. A record of significant achievement relevant to the discipline area, and at a national level, in the scholarship of teaching and/or research/creative works or professional activity;
3. Significant knowledge and understanding of the discipline gained through industry experience and/or scholarly activities or similar;
4. Demonstrated high level written and oral communication and interpersonal skills including negotiating, presenting, active listening and the giving and receiving of constructive feedback;
5. Demonstrated ability to build strong partnerships, networks and relationships to achieve professional and team objectives;
6. Demonstrated capacity to work both collaboratively, independently and lead in a large complex academic setting with an outcome orientated focus.

#### **Further information is available from**

Dr Sharon Schoenmaker

Acting Head of School

Phone: 02 6338 4329

Email: [sschoenmaker@csu.edu.au](mailto:sschoenmaker@csu.edu.au)

## ***Attachment (i)***

### **Information for Prospective Staff**

#### **Your Application**

E-recruitment is the method by which CSU manages its recruitment processes and it is preferred that all applications be lodged using this method. Please refer to [www.csu.edu.au/jobs/](http://www.csu.edu.au/jobs/).

If intending applicants are unable to access this website, please contact the HR Service Centre on 02 6338 4884.

#### **Staff Benefits**

CSU is committed to providing an employment environment that fosters teamwork, innovation, reflective practice, continual learning, knowledge sharing and opportunities for staff to achieve their full potential. CSU is committed to providing a flexible working environment that encourages employees to live a balanced lifestyle, combining work and family responsibilities.

To find out more: <http://www.csu.edu.au/jobs/working-with-us/benefits-and-rewards>.

#### **Essential Information for Staff**

- All employees have an obligation to comply with all the University's workplace health & safety policies, procedures and instructions and not place at risk the health and safety of any other person in the workplace;
- All employees are required to be aware of and demonstrate a commitment to the principles of equal opportunity in the workplace;
- All employees are to ensure the creation and maintenance of full and accurate records of official University business adheres to the University's Records Management Policies; and
- All employees are expected to undertake an induction program on commencement.

Further information regarding the policy and procedures applicable to Occupational Health and Safety and Equal Opportunity can be found on the CSU website <http://www.csu.edu.au/division/hr/>.

Further information regarding the policies and procedures of CSU can be found in the CSU Policy Library at: <https://www.csu.edu.au/about/policy>.

The following links are listed from [CSU Policy Library](#) on relevant specific policies:

- [Code of Conduct](#)
- [Staff Generic Responsibilities Policy](#)
- [Delegations and Authorisations Policy](#)
- [Outside Professional Activities Policy](#)
- [Intellectual Property Policy](#)