

Associate Lecturer in Early Childhood Education

School of Teacher Education

Faculty of Arts and Education

Classification	Level A
Delegation Band	Delegations and Authorisations Policy (see Section 3)
Nature of Employment	Continuing
Workplace Agreement	Charles Sturt University Enterprise Agreement
Date Last Reviewed	September 2019

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 of Arts and Education

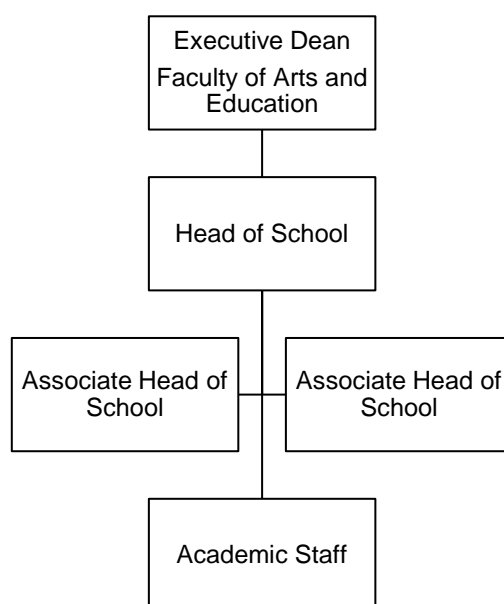
The Faculty of Arts and Education is one of three Faculties within the University. Eight Schools and Centres offer a diversity of courses in education, communication, creative industries, social work and human services, library and information studies, theology, humanities, Indigenous Australian studies 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 Teacher Education (located on the Bathurst and Dubbo campuses) provides undergraduate teacher education programs in early childhood and primary, kindergarten to Year 12, health and physical education, as well as postgraduate degrees in inclusive education and teaching English to speakers of other languages. The School's goal is to enable dynamic, imaginative, creative and rigorous education to create the best future for students, parents, employers and communities.

Organisational Chart



Reporting Relationships

This position reports to:	Head, School of Teacher Education
This position supervises:	Nil

Position Overview

The successful candidate will join a team teaching into a range of degree programs that prepare students to become teachers. This variety will mean that the appointee has the opportunity to teach on-campus and online students at undergraduate or postgraduate levels. The appointee is also expected to demonstrate excellence in both student engagement and community relations, as appropriate to the position.

The School requires expertise in Early Childhood Education.

Principal Responsibilities

- Apply CSU learning and teaching methodologies, processes, technologies and tools to deliver 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.
- Build 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;
- Contribute to the convening, coordination and delivery of subjects and/or courses.
- 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 the relevant discipline through industry engagement and/or scholarly activities or similar.
- Conduct, under supervision, ethical, high quality research and contribute to knowledge through scholarship, publication and presentation and execute a research plan that aligns with CSU's Research Plan and objectives including pursuing funding opportunities.
- Maintain 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.
- Develop and execute a research plan which aligns with CSU's Research Plan and objectives including pursuing funding opportunities and maintaining up-to-date research records within CSU's research database.
- Engage 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;
- Undertake projects that enhance curricula and that are of particular benefit to the School or discipline, or projects that investigate practice and university teaching/curricula;
- 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.
- The ability to work harmoniously and constructively with other members of the department
- Ability to coordinate, lead and motivate others in the achievement of project goals or professional activities as appropriate to the discipline.
- 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

- Physically able to stand for long periods of time to deliver lectures/tutorials and sit or stand for extended periods of time to perform reading, writing and computing related activities including keyboard and mouse operations;
- This position may involve working in other environments and campuses. It will include work with a diverse range of staff, students and community members;
- Ability to, on occasions, travel in or drive a university vehicle to distances within the terms of the University's Driving Hours Guidelines and Policy.

Selection Criteria

Essential Criteria for Appointment at Level A

- A. An honours degree or higher appropriate to the discipline or equivalent accreditation and standing.
- B. Capacity to undertake, under supervision, teaching and/or research/creative works or professional activity;
- C. Capacity and demonstrated commitment to the delivery of high quality student centred learning and teaching;
- D. Sound knowledge and understanding of the discipline area gained through industry experience and/or scholarly activities or similar;
- E. Demonstrated capacity to utilise and embrace current and emerging technologies to achieve work objectives.

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/.

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](#)