

POSITION INFORMATION

Position Title	Clinical Psychology Placement Coordinator		
Faculty	Faculty of Health Sciences		
School	School of Behavioural and Health Sciences		
Nominated Supervisor	Assistant Deputy Head of School (NSW)	Campus/Location	Strathfield
Academic Level	Level B	Academic Career Pathway	Teaching-focused
CDF Achievement Level	2	Work Area Position Code	#HR to assign
Employment Type	Part-time (0.4 FTE), Continuing	Date reviewed	November 2018

ABOUT AUSTRALIAN CATHOLIC UNIVERSITY

Mission Statement: *Within the Catholic intellectual tradition and acting in Truth and Love, Australian Catholic University is committed to the pursuit of knowledge, the dignity of the human person and the common good.*

At ACU we pride ourselves on offering a welcoming environment for everyone. At the same time, we are a university committed to standing for something clear. We stand up for people in need and causes that matter. ACU's Mission is central to the University, and informs every area – integrating the dignity of the human person, the common good, and ethical and social justice considerations into our core activities of student learning and teaching, research and service.

We are a publicly-funded university which has grown rapidly over the past few years. We're young, but we are making our mark: ranking among the top universities worldwide. We have got seven campuses around Australia, more than 200 partner universities on six continents, and a campus in Rome, Italy.

We know that our people make us a university like no other. It's your values, action and passion that makes the difference. Whatever role you may play in our organisation: it's what you do that defines who we are.

We value staff, offering excellent leave and employment conditions, and foster work environments where they have the ability grow and develop. We continue to invest in our facilities and workplaces, and actively involve staff in shaping the future direction of the organisation.

In order to be agents of change in the world, we all need to see life through the eyes of others. We believe that our role as a university is to inspire and equip people to make a difference – and that means cultivating their ability to act and think empathetically.

We hope that you might champion these values, and work with us to create a place of learning that is not only the envy of the world, but the making of it.

The structure to support this complex and national University consists of:

- Provost
- Chief Operating Officer & Deputy Vice-Chancellor
- Deputy Vice-Chancellor, Research
- Deputy Vice-Chancellor, Students, Learning and Teaching
- Vice President
- Pro Vice-Chancellor Assisting the Vice-Chancellor and President

Each portfolio consists of a number of Faculties, Research Institutes or Directorates. The Vice President drives both the Identity and the [Mission](#) of the University. In addition, five Associate Vice-Chancellors and Campus Deans focus on the University's local presence and development of the University at the local 'campus' level.

ABOUT THE FACULTY OF HEALTH SCIENCES

The Faculty of Health Sciences is located across five campuses of Australian Catholic University and is one of the largest faculties of Health Sciences in Australia. The Faculty is structured into three national Schools:

- School of Nursing, Midwifery and Paramedicine
- School of Behavioural and Health Sciences
- School of Allied Health

The Faculty's courses are developed within the Catholic intellectual tradition with the goal of preparing graduates in health with an emphasis on social justice and equity, and sustainability.

POSITION PURPOSE

This position makes a significant contribution to the academic and administrative activities of the national School of Behavioural and Health Sciences. The role provides vital support for the administration of professional practicums for the Master of Psychology (Clinical) within the discipline of Psychology in the School of Behavioural and Health Sciences. The successful candidate will establish and maintain relationships and pathways for the clinical practicum requirements of students enrolled in Psychology programs, and make significant contributions to the effective administration of external practicums. The appointee will contribute to supervision of postgraduate clinical practice within internal and external placements.

POSITION RESPONSIBILITIES

Introduction

A number of frameworks and standards express the University's expectations of the conduct, capability, participation and contribution of staff. These are listed below:

- ACU Strategic Plan 2015-2020
- Catholic Identity and Mission

- Learning for Life Framework 2014-2017
- ACU Teaching Criteria and Standards Framework
- Research Quality Standards
- Academic Performance Matrices and Evidence Framework
- ACU Capability Development Framework
- Minimum Standards for Academic Levels (MSALs)
- Higher Education Standards Framework
- ACU Service Principles
- ACU Staff Enterprise Agreement including provisions in relation to Performance Excellence and Academic Career Pathways.

The following two frameworks in particular are important in understanding the expectations of an academic position and the required qualifications and capability of a position holder:

- The [Academic Performance Matrices and Evidence Framework](#) which describes the performance standards in areas of academic activity.
- The [Capability Development Framework](#) which describes the core competencies needed in all ACU staff to achieve the University's strategy and supports its mission.

All academic staff are allocated workload comprising a range of academic duties/activities that fall within the following three broad areas of academic activity in line with the relevant Academic Career Pathway and Academic Level.

- Teaching, Curriculum Development and Scholarship of Teaching
- Research
- Academic leadership/service.

Broad area of academic activity	Key responsibilities specific to this position	Relevant Core Competencies (Capability Development Framework)
Teaching, curriculum development and scholarship of teaching	<ul style="list-style-type: none"> • Preparing teaching material and deliver lectures, seminars and tutorials for specified units in postgraduate and undergraduate programs. • Deliver excellence in learning and teaching. • Conduct site visits for placement reviews • Provide clinical supervision of postgraduate Psychology students. 	<ul style="list-style-type: none"> • Be responsible and accountable for achieving excellence • Coach and develop • Collaborate effectively

Broad area of academic activity	Key responsibilities specific to this position	Relevant Core Competencies (Capability Development Framework)
Academic Leadership and Service	<ul style="list-style-type: none"> • Significant contribution through professional practice and expertise, including placement coordination of the Master of Psychology course (and associated degrees where relevant). This includes establishing and managing clinical placements and coordinating the activities of other staff involved in clinical placements as appropriate. • Contribute to the School, Faculty, and University through professional service and community engagement. • Implement strategies to foster a dynamic, service-oriented and enterprising culture within the School; • Engender commitment to the Catholic intellectual tradition through a strong focus on social justice and the common good in the activities of the Discipline. 	<ul style="list-style-type: none"> • Deliver stakeholder centric service • Collaborate effectively

SELECTION CRITERIA

Qualifications and other credentials	
1.	A postgraduate qualification in clinical psychology.
2.	Relevant experience in the provision of clinical psychology services in health settings.
3.	Professional recognition as demonstrated by the following: <ul style="list-style-type: none"> a. Registration as a Psychologist with the Psychology Board of Australia (PsyBA); b. Endorsement as a Clinical Psychologist with the PsyBA; c. Approval as a clinical supervisor by the PsyBA.
Teaching, curriculum development and scholarship of teaching	
4.	Evidence of quality supervision in an area relevant to clinical psychology.
5.	Evidence of effective unit or course administration at a tertiary level or equivalent administrative or project management skills.
6.	Demonstrated knowledge of and commitment to ethical, legal, and professional codes of the APS and PsyBA.
7.	Evidence of experience in developing relationships and working collaboratively with internal and external stakeholders.
Academic leadership/service	
8.	Demonstrated high standard of communication and interpersonal skills.
9.	Relevant leadership and academic administrative experience (consistent with level of appointment).
Core Competencies	
10.	Live ACU's Mission, Vision and Values: Demonstrate confidence and courage in achieving ACU's Mission, Vision and Values by connecting the purpose of one's work to ACU's Mission, Vision and Values.
11.	Collaborate Effectively: Work collaboratively internally and externally to ACU to capitalise on all available expertise in pursuit of excellence.
12.	Ability to coach and develop self and others through setting clear expectations, managing performance and developing required capabilities to lead and motivate a culture of learning and improvement.
Other attributes	
13.	Demonstrated commitment to cultural diversity and ethical practice principles and demonstrated knowledge of equal employment opportunity and workplace health and safety, appropriate to the level of the appointment.