

## POSITION DESCRIPTION

Position Title:	Lecturer in Communication and Media
Business Unit:	Arts and Design
Appointment Level:	Level B, 1 FTE, 3 Years
Reporting To:	Head of School, Arts and Communication
Delegation Band:	7
Position Number:	TBC

## THE UNIVERSITY OF CANBERRA

The University of Canberra is a young University anchored in the national capital and works with government, business, and industry to serve our communities and nation. The University of Canberra challenges the status quo; always pursuing better ways to teach, learn, research, and add value – locally and internationally.

Our purpose is to provide education which offers high quality transformative experiences; to engage in research which makes a difference to the world around us; and to contribute to the building of just, prosperous, healthy, and sustainable communities.

The University of Canberra has recently established its long-term ambitions through its new decadal strategy: *Connected*. Through its three objectives (Connected to Canberra, Connected for life and Connected UC), the University of Canberra aims to build sustainable communities through deep collaborations that are locally focused and globally relevant, partner for life with our students to shape our economic, social and cultural futures and deliver an outstanding, digitally connected experience that removes barriers to accessing higher education.

## OUR PURPOSE AND VALUES

Our [purpose and values](#) are the heart of this university. They describe our core identity: who we are and how we behave at the University of Canberra. They were developed by our people for our people.

### Galambany

Together we work to empower, connect and share knowledge with our people, cultures and places.



## BUSINESS UNIT OVERVIEW

The Faculty of Arts and Design is a diverse faculty, offering programs that range from the highly conceptual to the deeply practical. The programs are designed to ensure that students graduate ready to launch their career and can show potential employers both professional knowledge and skills in critical and creative thinking, communication, collegiality, and ethical practice.

## SCHOOL OF ARTS AND COMMUNICATION

The School of Arts and Communication has a creative and professionally focused mission. Our degrees prepare students for the performing in the creative professions, such as creative writing, film and cultural heritage, and the communications professions, including journalism, public and corporate communication, sports media, and marketing communication. We have strong connections with the professions and cultural fields, and given our location in the nation's capital, have extensive networks into government and cultural institutions. In addition to our education activities, the School of Arts and Communication has an outstanding research record. Our research has achieved nation-wide ERA rankings of 3, meaning our research is classified as "performance at world standard" and we expect to perform well in our two main ERA 2023 fields of research, 36 Creative Arts and Writing and 47 Language, Communication and Culture.

## POSITION PURPOSE

The appointee will be expected to contribute to teaching in the field of Communication and Media Studies, including taking on leadership tasks and developing a track record of scholarship relating to the communication profession.

## PRIMARY RESPONSIBILITIES

As a dedicated education-focused academic in the Faculty of Arts and Design, you will:

### Education

1. Design, deliver and coordinate lectures, tutorials, workshops and work integrated learning opportunities at undergraduate and postgraduate levels.
2. Participate in the development of curriculum and programs of study.
3. Have the capacity to lead programs of study at an undergraduate and postgraduate level.

### Scholarship

4. Participate in and contribute to the relevant discipline and/or professional field at a local and regional level with the capacity to contribute at national and international levels.

### Engagement

5. Represent the Communication and Media program area, and the university, at industry, government and professional forums.
6. Represent the Communication and Media program area on faculty and university committees.
7. Establish links with national and international scholarly and professional communities.
8. Participate in activities and attendance for Open Days and other promotional activities on behalf of the Faculty when required.

## KEY CAPABILITIES

Key Capabilities	Descriptors
1. Leadership	<p>1.1 Proactively addresses challenging issues and takes responsibility for seeing issues through. Assist team members to recognise barriers and overcome them.</p> <p>1.2 Connects the University Strategic Plan with the Portfolio and reinforces connections with other staff.</p> <p>1.3 Builds and communicates a clear and compelling path for others to choose to be committed and engaged.</p> <p>1.4 Champions and role models effective change while working to engage and enthuse others to embrace a vision of change.</p>
2. Effective Communication	<p>2.1 Adjusts message and delivery appropriate to audience.</p> <p>2.2 Listens to others and effectively communicates ideas.</p> <p>2.3 Produces accurate and effective information in a timely and efficient manner.</p> <p>2.4 Influences and negotiates persuasively.</p>
3. Collaboration	<p>3.1 Creates opportunities for communities of work colleagues.</p> <p>3.2 Looks beyond self and immediate team to add value to the whole University.</p> <p>3.3 Develops relationships with external parties. Seeks and acts on opportunities to connect external parties and partners to the University.</p>
4. Delivers results	<p>4.1 Delivers on agreed outcomes and escalates issues as appropriate.</p> <p>4.2 Identifies opportunities to improve processes and takes opportunities to problem solve to deliver outcomes.</p> <p>4.3 Responds effectively to changing circumstances and prioritises.</p>
5. Business Acumen	<p>5.1 Understands the purpose of own position and how this contributes to the objectives of the University.</p> <p>5.2 Manages resources effectively.</p> <p>5.3 Understands the commercial context the University operates in.</p>
6. Service	<p>6.1 Delivers seamless customer focused service underpinned by simplified and efficient processes.</p> <p>6.2 Understands and anticipates the needs of our students and partners and can convert these into commercial outcomes.</p>
7. Digital Literacy and Innovation	<p>7.1 Demonstrates the ability to work fluently across a range of tools platforms and applications to achieve complex tasks.</p> <p>7.2 Demonstrates the capacity to adopt and develop new practices with digital technology in different settings; to use digital technologies in developing new ideas, projects, and opportunities.</p> <p>7.3 Incorporates digital literacy skills into own learning and the learning of others e.g., students, peers, supervisees.</p> <p>7.4 Appreciates the legal, ethical and security guidelines in the management, access and use of data.</p>

**Note:** This position requires a skill level that assumes knowledge or training equivalent to graduate qualifications, or extensive relevant experience, or an equivalent combination of relevant experience and/or education/training.

**While at work, you must take reasonable care that your actions or omissions do not adversely affect the health and safety of other persons. This includes:**

- comply, so far as you are reasonably able, with any reasonable instruction that is given by the University to comply with the WHS Legislation
- cooperate with any reasonable policy or procedure of the University relating to health or safety at the workplace that has been notified to workers
- assume any additional duties as outlined in the WHS Procedure: Resources, Responsibility and Accountability