

Associate Lecturer/Research Associate

School/Section/Centre

Faculty/Division

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| Campus | Port Macquarie |
| Classification | Level A |
| Nature of Employment | Continuing |
| Workplace Agreement | Charles Sturt University Enterprise Agreement 2013 - 2016 |
| 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

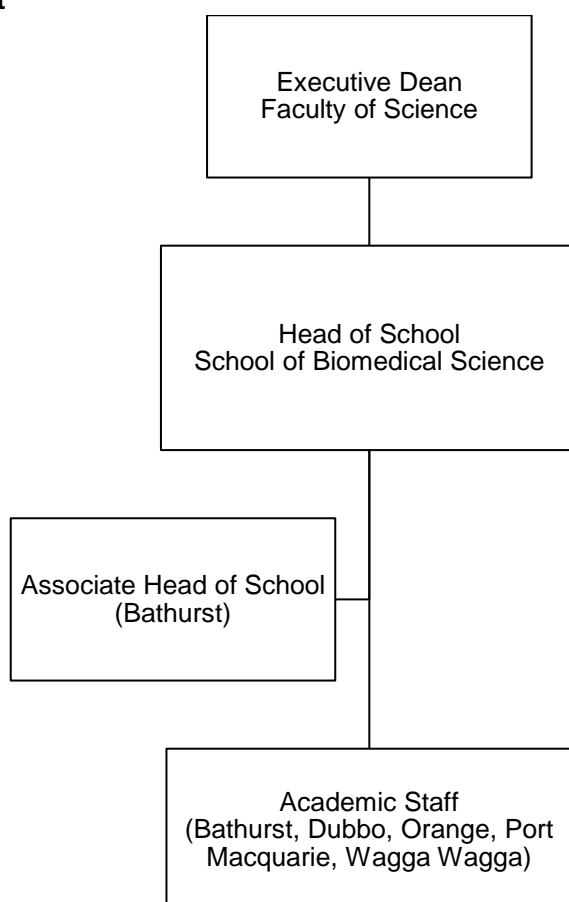
- Adhering to principles and values.
- Deciding and initiating action.
- Adapting and responding to change.

Faculty/School/Division/Centre – Organisational Environment

The Faculty of Science has more than 9000 students and over 500 staff dedicated to advancing scientific knowledge. It delivers flexible, innovative teaching programs designed to produce job-ready graduates for the professions. A leader in strategic and applied research in a wide array of sciences, it enhances and extends knowledge, trains and educates future researchers and provides scientific solutions to current challenges. The staff and students in the Faculty achieve this through ethical practice, professional collaborations, industry involvement and a commitment to continual improvement.

The School of Biomedical Sciences is a well-established, multi-campus, academic unit that offers undergraduate and postgraduate courses both onshore and offshore in pharmacy, medical science, food and nutrition, biotechnology, clinical science, clinical physiology, health services management, and paramedicine. The School is committed to enhancing its reputation as a high performing multidisciplinary school by having academics focused on providing quality education and being actively involved in a variety of medical, biotechnology and health based research programs that complement these courses.

Organisational Chart



Reporting Relationships

This position reports to: Head of School, School of Biomedical Sciences
This position supervises: Nil

Position Overview

The Associate Lecturer in Paramedicine will teach into the paramedicine programs that include the Bachelor of Paramedicine, Graduate Diploma of clinical Practice (Paramedic), Post Graduate Certificate in Paramedicine (with specializations), Graduate Diploma in Paramedicine (with specializations) and the Master of Paramedicine (with specializations). Appointees may also be required to:

- Supervise honours, these are higher degree students;
- Teach in other postgraduate programs in areas where they hold suitable academic qualifications;

Develop a body of research or professional activity relevant to paramedicine.

Principal Responsibilities

1. 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;
2. Supervise honours theses and masters projects;
3. Build professional relationships with students and provide timely and appropriate consultation and feedback;
4. 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;
5. Actively contribute to high performing multi disciplinary teams with an outcome oriented focus and the development of a respectful, trusting and collaborative working environment;
6. Provide discipline expertise, as appropriate, in the convening, coordination and delivery of subjects and/or courses;
7. Develop and maintain a sound and current knowledge and understanding of discipline area through industry engagement and/or scholarly activities or similar;
8. Conduct, under supervision, ethical, high quality research and contribute to knowledge through scholarship, publication and presentation;
9. Under supervision, develop and execute a research plan that aligns with CSU's Research Plan and objectives including contributing to application for funding to support research outcomes;
10. Build networks and form relationships with internal and external researchers and stakeholders, as appropriate;
11. Build a record of research/creative work which contributes to the development of the discipline whilst maintaining up-to-date research records within CSU's research database;
12. 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;
13. Contribute to the development and improvement of 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;
14. Develop, lead and/or evaluate continuing professional education and maintain professional accreditation;
15. Engage in professional activities linked to knowledge development and problem solving such as research with, for and about the profession and about professional practice; projects related to critical evaluation and enhancement of practice; collaborations with research colleagues and professions/industries/businesses; authorship/editorship;
16. Undertake larger projects that enhance curricula and that are of particular benefit to the School or discipline, or projects that investigate practice and university teaching/curricula;
17. Actively contribute to governance, marketing and promotion, and administrative activities to facilitate the work of the Faculty/School.
18. Other duties appropriate to the classification as required.

Physical Capabilities

The incumbent may be required to:

- Work in other environments beyond the school 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.
- On occasion drive a university vehicle distances up to 500kms per day within the terms of the University's Driving Hours Guidelines and Policy available at <https://policy.csu.edu.au/document/view-current.php?id=184>.
- Physically able to sit for extended periods of time to perform reading, writing and computer related activities including keyboard and mouse operations;
- Physically able to stand for extended periods of time to perform lectures and practical activities;

Selection Criteria

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

Essential Criteria for Appointment at Level A

- A. An honours degree or higher; an extended professional degree; a postgraduate diploma relevant to paramedicine 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 paramedicine gained through industry experience and/or scholarly activities or similar;
- E. Commitment to undertake professional development, including where appropriate, higher degree study, to enhance skills in teaching and/or research/creative works or professional activity;
- F. Demonstrated high level communication and interpersonal skills including influencing, negotiating, presenting, active listening and the giving and receiving of constructive feedback;
- G. Demonstrated high level analytical, critical thinking and problem solving skills;
- H. Demonstrated ability to build strong partnerships, networks and relationships to achieve work objectives;
- I. Demonstrated capacity to work both collaboratively, independently and lead in an academic setting with an outcome orientated focus;
- J. Demonstrated commitment to applying culturally respectful, inclusive and safe practices in the workplace;
- K. 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](#)