



# Position Description

## Associate Lecturer / Lecturer in Policing Studies

School of Policing Studies

Faculty of Business, Justice and Behavioural Sciences

|                            |   |
|----------------------------|---|
| <b>Classification</b>      | Level A / B   |
| <b>Delegation band</b>     | <a href="#">Delegations and Authorisations Policy (see Section 3)</a>   |
| <b>Special conditions</b>  | <p>This appointment is conditional upon satisfying and maintaining the requirements of a NSW Police Professional Suitability check.</p> <p>Appointment is conditional upon adhering to the NSW Police Force Student Management Dress and Grooming requirements.</p> <p>Requirement for all academic staff to undertake three (3) days of annual field placement as part of ongoing professional development.</p> <p>Teaching focussed appointments only</p> |
| <b>Campus location</b>     | Goulburn (only)   |
| <b>Workplace agreement</b> | <a href="#">Charles Sturt University Enterprise Agreement</a>   |
| <b>Date last reviewed</b>  | February 2023   |

# About Charles Sturt University

## Purpose

The Wiradjuri phrase *yindyamarra winhanganha* means the wisdom of respectfully knowing how to live well in a world worth living in. This phrase represents who we are at Charles Sturt University – our ethos. It comes from traditional Indigenous Australian knowledge, but it also speaks to the vision of the university – to develop and spread wisdom to make the world a better place.

## Vision

Charles Sturt University is set to undergo a decade of great reform that will see the university characterised by these key elements:

- An uncompromising drive towards excellence in every aspect of its operations
- A far-reaching strategic re-positioning of teaching, learning, research, and innovation
- A cementing of our position as Australia's pre-eminent rural and regional university

The overarching aim is to consolidate our institution so that it is demonstrably more resilient and sustainable by the end of the decade.

## Goals

To deliver on our purpose and vision, the university has three key goals:

1. Maintain the university's position in the top five Australian universities for graduate outcomes based on employment and salary
2. Embed a culture of excellence across all aspects of the university's operations
3. Exponential growth in research, development, and innovation income in our chosen areas, delivering high impact outcomes for regional Australia

## Our values

Charles Sturt has a proud history and is fortunate to have an outstanding group of diverse, passionate, and engaged people working with us. Our values of insightful, inclusive, impactful, and inspiring guide our behaviours and ways of working to help us achieve our ethos of creating a world worth living in.

## Performance measures

In addition to the principal responsibilities all staff are required to contribute to the success of the university strategy including meeting university's eight key performance indicators:

|                                  |   |
|----------------------------------|---|
| <b>Our Students</b>              | <ul style="list-style-type: none"><li>• Commencing progress rate</li><li>• Student experience</li></ul>                 |
| <b>Our Research</b>              | <ul style="list-style-type: none"><li>• Research income</li><li>• Research quality and impact</li></ul>                 |
| <b>Our People</b>                | <ul style="list-style-type: none"><li>• All injury frequency rate</li><li>• Engagement</li></ul>                        |
| <b>Our Social Responsibility</b> | <ul style="list-style-type: none"><li>• Underlying operating result</li><li>• Community and partner sentiment</li></ul> |



## Faculty of Business, Justice, and Behavioural Sciences

The Faculty of Business, Justice and Behavioural Sciences brings together a range of courses, research, Schools, and Centres that focus on real-world challenges.

Charles Sturt University (Charles Sturt) enjoys a global reputation as a leading provider of undergraduate, postgraduate and specialist professional programs. In the Faculty of Business, Justice and Behavioural Sciences our specialities are in policing, law, criminology, security, emergency management, customs and excise studies, border management, psychology, accounting, engineering, human resources, marketing, business management, computing and information technology. We possess excellent relationships with our industry, government, and community partners. Our research is high impact, practical and at world standard.

Over 300 academic staff deliver distinctive courses, supported by a skilled team of professional staff. On-campus courses are delivered at the university's Albury-Wodonga, Bathurst, Canberra, Goulburn, Port Macquarie and Wagga Wagga campuses.

Academic staff within the faculty undertake impactful research that engages with governments and professional organisations, nationally, internationally and in regional communities, ensuring excellent supervision for Higher Education students.

Further information on the faculty is available at [bjbs.csu.edu.au](http://bjbs.csu.edu.au)

### School of Policing Studies

The Charles Sturt University, School of Policing Studies located at the New South Wales Police Academy in Goulburn, is Australia's leading University provider of police recruit-level training.

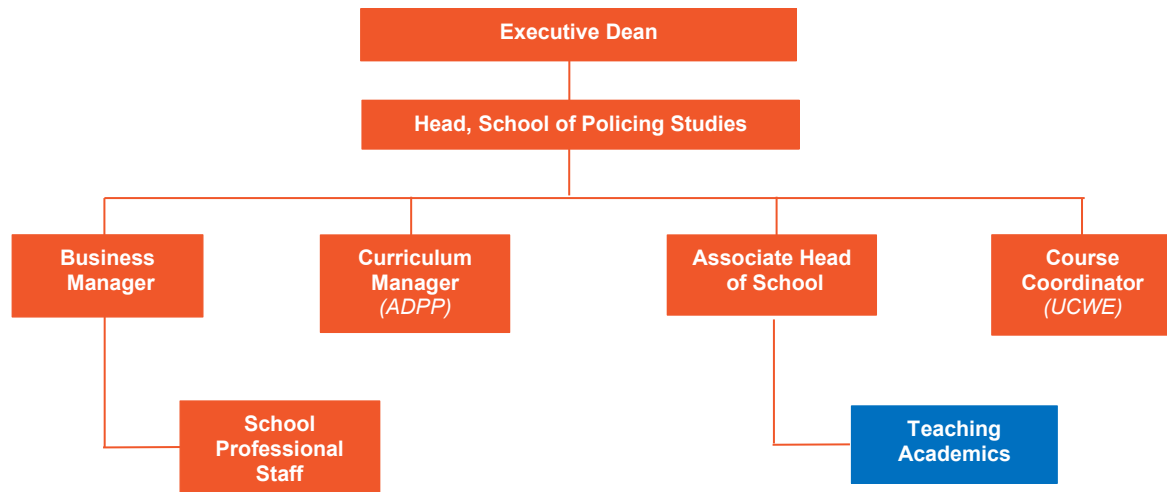
The School and the NSW Police Force have formed a unique partnership to design, develop and deliver tertiary courses in policing. The partnership is an important strategy in the development of police recruit training in NSW. The resources of both a large residential police academy and a responsive and progressive university have been brought together to provide a balanced and innovative services in police recruit-level training and education.

Courses on offer include the Associate Degree in Policing Practice (ADPP): Entry-level associate degree course into the NSW Police Force, and the University Certificate in Workforce Essentials (UCWE): Enabling course which is the mandatory pre-entry level requirement for those aspiring to pursue a career in the NSW Police Force, including entry into the ADPP. The subjects have been designed in extensive consultation with police, the justice community and academics. This ensures subjects are vocationally relevant and up to date, producing ethical and professional graduates ready for a rapidly changing police and community environment. Many of the academic staff are either former domestic or international police officers or expert practitioners in policing-related disciplines such as communications and ethics. This gives the school a strong practical teaching focus.

For further information about the school is available at <https://bjbs.csu.edu.au/schools/policing-studies>



## Organisational chart



## Reporting relationship

**This position reports to:** Head, School of Policing Studies

**This position supervises:** Nil

## Key working relationships

- **Internal Stakeholders**

- Associate Head, School of Policing Studies
- Business Manager
- Curriculum Manager, Associate Degree in Policing Practice (ADPP)
- Manager, University Certificate in Workforce Essentials (UCWE)
- Teaching Academics
- School Professional Staff

- **External Stakeholders**

- NSW Police Force



## Position overview

Located in the School of Policing Studies, Goulburn, academic staff will primarily teach and undertake subject development in the undergraduate policing program for internal and online students studying to be a Police Officer with the NSW Police Force (NSWPF). In addition, an integral component of an academic staff member's workload will be dedicated to professional industry liaison, by maintaining sound relationships with industry agencies.

Academic staff in the School will hold an appropriate professional qualification to teach and have the capacity to undergo training provided by the NSWPF to deliver integrated curriculum on the Course. Academic staff must be capable of teaching on all facets of the Course (excluding weapons and officer safety training; and components of driver training) and will have a strong background in Policing and/or one of the following subject areas:

- Operational policing
- Investigation (investigative interviewing and practices)
- Criminal law and procedure
- Road safety
- Drug enforcement and harm minimisation
- Policing and society
- Community policing
- Professional ethics
- Communications
- Leadership and management
- Information and intelligence

Academic staff are expected to demonstrate a strong collegial commitment towards the ongoing development of the School, maintain best practice standards in teaching, and contribute to the wider community.

## Principal responsibilities

- Apply Charles Sturt University (Charles Sturt) learning and teaching methodologies, processes, technologies and tools to deliver high-quality student-centred learning opportunities in policing 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 strong 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.
- 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 policing through industry engagement and/or scholarly activities or similar.
- Actively contribute to the governance, marketing and promotion, and administrative activities to facilitate the work of the Faculty/School.
- Other duties appropriate to the classification as required



## Role-specific capabilities

|   |  |
|---|--|
| <b>Focus on service</b>                           | Strive to meet needs and exceed expectations of our students, communities and colleagues (performance focus, quality outcomes, student welfare, equity and conduct). |
| <b>Network</b>                                    | Bring people together and build relationships that deliver desired benefits and outcomes.  |
| <b>Present and communicate information</b>        | Speak clearly and fluently, express opinions, make presentations, respond to an audience, show credibility.  |
| <b>Plan and organise</b>                          | Set objectives, plan, establish contingencies, manage time, resources and people, monitor progress.  |
| <b>Achieve personal work goals and objectives</b> | Accept and tackle demanding goals, work hard, make the most of development opportunities, seek progression.  |
| <b>Analyse</b>                                    | Analyse information, probe for clarity, produce solutions, make judgements, think systemically.  |

## Physical capabilities

The incumbent may be required to perform the following.

- Work in other environments beyond your base campus, such as other campuses.
- On occasion drive a vehicle distance up to 500km per day within the terms of the university's [Driver Safety Guidelines](#)



## Selection criteria

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

### Essential for Appointment at Level A

- A. A relevant qualification greater than an associate degree appropriate to the discipline; or a relevant qualification with significant industry experience that demonstrates achievement equivalent to the learning outcomes of an associate degree.
- B. Sound knowledge and understanding of the discipline gained through industry experience and/or scholarly activities or similar.
- C. Demonstrated high level analytical, critical thinking and problem solving skills.
- D. Demonstrated ability to build strong partnerships, networks and relationships to achieve professional and team objectives.

### Essential for Appointment at Level B

- A. A masters or doctoral qualification appropriate to the discipline or equivalent accreditation and standing.
- B. Sound knowledge and understanding of the discipline gained through industry experience and/or scholarly activities or similar.
- C. Demonstrated high level analytical, critical thinking and problem solving skills.
- D. Demonstrated ability to build strong partnerships, networks and relationships to achieve professional and team objectives.

### Desirable (both A & B)

- E. Class C Driver's Licence.

**The successful applicant will be subject to a NSW Police Force Professional Suitability Check, Baseline Vetting and National Police check/s.**



