

# **POSITION DESCRIPTION**

## **Senior Lecturer**

School of Dentistry and Health Sciences Faculty of Science

Classification	Level C
Delegation Band	Delegations and Authorisations Policy (see Section 3)
Workplace Agreement	Charles Sturt University Enterprise Agreement

## **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 Science – Organisational Environment

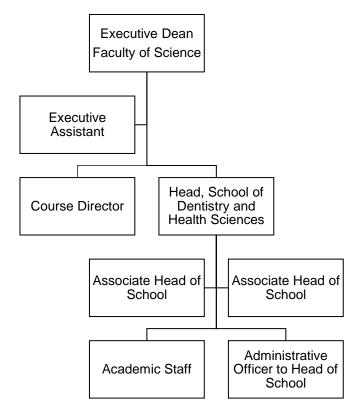
The <u>Faculty of Science</u> has more than 9000 students and over 500 staff dedicated to advancing scientific knowledge. It delivers flexible and innovative teaching programs designed to produce job-ready graduates for a diverse range of professions. As a leader in strategic and applied research the Faculty aims to enhance and extend scientific knowledge, train and educate future researchers as well as provide scientific solutions to current regional, national and global challenges. The staff and students of the Faculty achieve their educational and research goals through ethical practice, professional collaboration, industry involvement and a commitment to continual improvement.

The <u>School of Dentistry and Health Sciences</u> is a multi-campus, academic unit. The School offers a suite of undergraduate and postgraduate courses both onshore and offshore in a range of health disciplines including: Dentistry, Oral Health Therapy, Medical Radiation Science and Physics. The School is committed to enhancing its reputation as a high performing multidisciplinary school and seeks academics focused on providing quality education and being actively involved in a variety of development of health professional education and health based research programs that complement these courses.

Staff are focused on innovative and high quality education, using vibrant new learning spaces to encourage collaboration and support new methods of teaching and learning.

Through patient care, research and community service, our students and staff will also play a major role in helping to improve the oral and systemic health of people in regional/remote New South Wales, and across the nation and the world.

#### **Organisational Chart**



## **Reporting Relationships**

This position reports to: This position supervises: Head of School, School of Dentistry and Health Sciences N/A

#### **Key Working Relationships**

Head of School Course Director Faculty and School Staff

## **Principal Responsibilities**

- 1. Make a significant contribution to the development, implementation and promotion of CSU learning and teaching methodologies, processes, technologies and tools to deliver and lead 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. Supervision of Research Higher Degree students.
- 3. Build strong professional relationships with students and provide timely and appropriate consultation and feedback.
- 4. Contribute significantly 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. Provide leadership and manage the convening, coordination and delivery of subjects and/or courses, as required.
- 6. Provide mentoring and coaching to support the academic development of colleagues.
- 7. Establish and maintain strategic relationships and networks with a range of stakeholders including community, government and industry/professional bodies.
- 8. Expand current knowledge and understanding of the relevant discipline through original contributions to industry engagement and/or scholarly activities or similar.
- 9. Provide leadership and manage small research teams which contributes to the development of the profession, discipline and/or community.
- 10. Conduct ethical, high quality research/creative works to his/her discipline at a national level through scholarship, publication and presentation.
- 11. 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.
- 12. Identify and create opportunities for collaborative research projects with internal and external researchers and stakeholders.
- 13. Provide leadership and 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.
- 14. Actively contribute to the governance, marketing and promotion, and administrative activities to facilitate the work of the Faculty/School.
- 15. Other duties appropriate to the classification as required.

## Capabilities

	Service Focused: Strive to meet needs and exceed expectations of our students, communities and colleagues (performance focus, quality outcomes, Student welfare, equity & conduct)
Get Results	Business Savvy: Continually look to add commercial value in our roles, processes and ways of working
	Innovative: With creativity at our core, be open to new ideas and seek to find better ways
Take Ownership	Live our Values: Uphold the CSU values daily in our own behaviours and interactions with others
	Take Action: Weigh up risks and make prompt decisions, backing ourselves and each other (delivery of strategies, projects)
	Adapt to Change: Explore the reasons for change and be willing to accept new ideas and initiatives
Collaborate with Others	Network: Bring people together and build relationships that deliver desired benefits and outcomes
	Listen Closely: Dig deep to understand others, using self-insight to build team spirit and recognise efforts
	Influence: Create compelling arguments to persuade others and promote ideas that add strategic value

## **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 <u>https://policy.csu.edu.au/document/view-</u> current.php?id=184.
- Perform in an accurate and timely manner push/pull, reaching, grasping, fine manipulation tasks, including lifting items up to 10kgs.

## **Selection Criteria**

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

## Essential

- A. A doctoral qualification, relevant to the discipline or equivalent accreditation and standing.
- B. Demonstrated evidence of eligibility for full registration as a Dentist with Australian Health Practitioner Regulation Agency (AHPRA); overseas trained dentists need to consult AHPRA for their eligibility of registration in Australia prior to application, and provide evidence of the outcome of this consultation in their application including demonstrated English language skills requirement;
- C. Demonstrated clinical experience relevant to the discipline;
- D. A record of significant achievement relevant to the discipline area, and at a national level, in the scholarship of teaching and/or research or professional activity;
- E. Evidence of and a demonstrated commitment to the delivery of high quality student centred learning and teaching;
- F. Demonstrated ability to provide effective leadership in an academic or clinical setting.

## 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 <u>www.csu.edu.au/jobs/.</u>

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: <u>http://www.csu.edu.au/jobs/working-with-us/benefits-and-rewards.</u>

## 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 Workplace, Health and Safety and Equal Opportunity can be found on the CSU website <u>http://www.csu.edu.au/division/hr/.</u>

Further information regarding the policies and procedures of CSU can be found in the CSU Policy Library at: <u>https://www.csu.edu.au/about/policy.</u>

The following links are listed from <u>CSU Policy Library</u> on relevant specific policies:

- <u>Code of Conduct</u>
- <u>Staff Generic Responsibilities Policy</u>
- Delegations and Authorisations Policy
- Outside Professional Activities Policy
- Intellectual Property Policy