Lecturer
School of Arts and Sciences
Sydney Campus

Candidate information pack
notredame.edu.au
ABOUT THE UNIVERSITY OF NOTRE DAME AUSTRALIA

The Objects of the University are:

a) the provision of university education, within a context of Catholic faith and values; and

b) the provision of an excellent standard of —
   i) teaching, scholarship and research;
   ii) training for the professions; and
   iii) pastoral care for its students.

The University of Notre Dame Australia is a private Catholic university with over 700 staff providing an exceptional educational experience to over 12,000 students across our Broome, Fremantle and Sydney campuses.

Degrees and courses are offered in: Arts & Sciences, Business, Education, Health Sciences, Law, Medicine, Nursing, Physiotherapy and Philosophy and Theology.

The University has sought to create an environment where staff and students feel part of a community, welcoming people from all backgrounds regardless of their faith. As a Catholic University, Notre Dame is committed to the pastoral care of staff and students.

The University seeks to recruit outstanding people who understand and respect our Objects, and have the skill, experience, qualifications, drive and persistence to pursue them. We expect our staff to be committed to excellence, to be creative, resourceful, self-initiating, and caring of each other and their students.

The University has a focus on educating the whole person and in forming our students intellectually within the context of the integration of faith and reason.

We achieve this through providing a liberal arts education in the Catholic intellectual tradition. As a young and innovative university, we are dedicated to providing a personal service to our students and adopting a caring approach to learning. Providing high quality university teaching, and professional work experience opportunities are critical to preparing our students for life and great career.

Integral to our success is our staff. We greatly value their loyalty to the University, our students and their commitment to striving for excellent results.

We look forward to welcoming you to our unique Notre Dame community.

For more information about Notre Dame, working for a Catholic university and our Staff Benefits visit notredame.edu.au/about/employment
POSITION DETAILS

Position title
Lecturer in Applied Psychology (x2)
Lecturer in Counselling

School/Office
School of Arts and Sciences

Location
Sydney Campus (Broadway)

Employment type
Applied Psychology – Both Full-time, one Continuing and one Fixed-term from 17 February to December 2020
Counselling – Part-time (0.5 FTE), Continuing

Remuneration
Level B - $116,459 pa (pro rata), inclusive of $101,696 salary pa, 13% superannuation and 17.5% annual leave loading

Closing date
22 January 2020

About the role
The School of Arts and Sciences, Sydney invites applications for multiple positions as Lecturer in Applied Psychology and/or Counselling from individuals with the ability to teach and research in one or more of the following areas:

- introductory, developmental, social, personality and abnormal psychology
- research methods, literature reviews and research projects
- professional practice and skills training in counselling
- placement, case-studies and supervision
- grief & trauma counselling
- drug and alcohol counselling
- counselling for children & adolescents

You will be part of a team of academic staff committed to delivering a practical, ethical and industry focused education in the field of arts and humanities. You will be responsible for the development and delivery of courses that inspire students to engage with their chosen field.

Enquiries about the roles
For further information about the role, please contact Professor Cate Thill, Dean of Arts and Sciences Sydney, via email: cate.thill@nd.edu.au

How to apply
Submit your application to SEEK

Applicants are expected to address all selection criteria in their application and have current and valid work rights in Australia.

For further information on how to prepare your application visit notredame.edu.au/about/employment/how-to-apply

Aboriginal and Torres Strait Islander people are encouraged to apply.

The University of Notre Dame Australia seeks to increase the diversity of our workforce to better meet the different needs of the University and its stakeholders and to improve equal opportunity outcomes for our staff.
DUTY STATEMENT

The responsibilities in this Duty Statement are in addition to the requirements set out in The University of Notre Dame Australia Academic Staff Conditions of Employment, and may be amended from time to time by the Vice Chancellor or the University.

This position reports to the Dean, School of Arts & Sciences, Sydney.

The duties of the position include, but are not limited to:

1. Coordinating courses in Applied Psychology or Counselling in accordance with the University Teaching Policy.

2. Designing and delivering lectures, tutorials, seminars, materials and assessments for relevant courses in accordance with University policy.

3. Undertaking administrative and teaching requirements involved in the coordination of relevant courses, including but not limited to:
   a. holding regular office hours for student consultation as required by the University Teaching Policy;
   b. contributing to quality assurance in accordance with University policies and school processes;
   c. marking;
   d. coordinating sessional tutors, as required; and
   e. maintaining the library collection in the discipline and conducting audits of the collection as required.

4. Overseeing sessional staff.

5. Conducting quality discipline specific research.

6. Carrying out activities to maintain and develop scholarship and research expertise relevant to the profession and the discipline of Applied Psychology or Counselling.

7. Attending professional development courses and seminars as requested by the Dean.

8. Contributing to student marketing, interview, enrolment and re-enrolment processes.

9. Participating in relevant meetings, committees and events.

10. Carrying out other duties as directed by the Dean of Arts and Sciences or delegate.
ORGANISATIONAL CHART

Dean, School of Arts & Sciences

Academic Staff

Lecturer, Applied Psychology / Counselling

Administrative Staff

SELECTION CRITERIA

Essential

1. Supportive of the Objects of Notre Dame as a Catholic University.

Qualifications and Experience:

2. Successful completion of a research doctorate in a relevant discipline or substantial progress towards completion.

3. A demonstrated ability to provide high quality teaching in either Applied Psychology and/or Counselling in a University setting.

Knowledge, Skills and Abilities:

4. A demonstrated ability to develop teaching resources that inspire student engagement and deep learning.

5. Evidence of research output and/or Higher Degree Research supervision commensurate with the Level of appointment.

6. Excellent communication and interpersonal skills.

Desirable

1. Experience contributing towards accreditation with the Australian Psychology Accreditation Council (for Applied Psychology).

2. Demonstrated ability to develop curriculum in the area of positive behaviour support (for Applied Psychology and Counselling).

3. Research expertise in counselling interventions for people who are refugees (for Counselling).