Lecturer or Senior Lecturer
School of Nursing
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 or Senior Lecturer
School/Office  School of Nursing
Location  Sydney Campus (Broadway)
Employment type  Full-time/Part-time, Continuing
Remuneration  Level B – From $113,004 pa (pro rata), inclusive of $99,702 salary pa, 12% superannuation and 17.5% annual leave loading
               Level C – From $137,254 pa (pro rata), inclusive of $121,097 salary pa, 12% superannuation and 17.5% annual leave loading

Closing date  27 January 2020

About the role
The School of Nursing, Sydney invites applications for multiple positions at either Lecturer or Senior Lecturer from individuals with the ability to teach and research in one or more of the following areas:

• child and family health
• paediatric nursing
• communication and professional practice
• evidence based practice
• general nursing
• primary healthcare
• rural and remote nursing

In this role you will be part of a team of academic staff committed to delivering quality nursing programs across a range of specialities. You will also be responsible for the development and coordination of courses and inspire students to engage with the profession.

Enquiries about the role
For further information about the roles, please contact Professor Sally Robertson, Dean on +61 2 8204 4289 or sally.robertson@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.

In your application, please clearly state your preferred fraction, level of appointment and discipline expertise.

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 Nursing, Sydney.

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

1. Teach at undergraduate and/or postgraduate levels in programs offered by the School.

2. Be actively involved in the intellectual life of the School in research, teaching, and curriculum development in support of the Objects of the University.

3. Deliver, develop and/or coordinate courses on offer in the School of Nursing consistent with the level of the role and area of discipline expertise.

4. Support quality assurance processes for all aspects of course and program delivery and external accreditation requirements for the School.

5. Be actively involved with the recruitment of students including application interviews, course counselling, administrative and pastoral matters and the marketing of the programs offered by the School.

6. Assist with the enrolment and re-enrolment of students.

7. Prepare appropriate schedules of library resources necessary to support teaching in relevant courses.

8. Work collaboratively with other academic staff members of the School of Nursing to ensure coherence and quality in all aspects of the academic program.

9. Carry out activities to maintain and develop scholarship and research expertise, actively contributing to the research culture of the School of Nursing.

10. Coordinate the School’s program in the selected discipline and manage staff in its delivery (for Level C).

11. Contribute to scholarship, research and/or professional activities relevant to the profession and/or discipline consistent with the level of the role.

12. Carry out any other duties as determined by the Dean, in line with the Academic Classification Standards (see Appendix A).
ORGANISATIONAL CHART

SELECTION CRITERIA

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

Qualifications and Experience:
2. Registered Nurse (Div 1) with the NMBA.
3. PhD qualification, or at Level B Masters of Nursing (or related field) and/or progress towards a PhD.
4. A demonstrated ability to provide high quality teaching in a University setting, and at Level C demonstrated experience with program coordination and academic governance.

Knowledge, Skills and Abilities:
5. A demonstrated ability in curriculum development and the requirements of external accreditation.
6. A demonstrated ability to develop teaching resources and deliver courses in a variety of formats, including the effective use of online learning management systems.
7. Evidence of research output and/or Higher Degree Research supervision commensurate with the Level of appointment.
8. Well-developed understanding of contemporary issues in nursing and healthcare.
Appendix A - Academic Position Classification Standards

Level B
General Standard
A level B Academic Staff Member is expected to make contributions to the teaching effort of the institution and to carry out activities to maintain and develop their scholarly, research and/or professional activities relevant to the profession or discipline.

Specific Duties
Specific duties required of a level B Academic Staff Member may include:

- The conduct of tutorials, practical classes, demonstrations, workshop, student field excursions, clinical sessions and studio sessions.
- Initiation and development of subject material.
- Acting as subject coordinators.
- The preparation and delivery of lectures and seminars.
- Supervision of the program of study of honours students or of postgraduate students engaged in course work.
- Supervision of major honours or postgraduate research projects.
- The conduct of research.
- Involvement in professional activity.
- Development of course material with appropriate advice from and support of more senior staff.
- Marking and assessment.
- Consultation with students.
- A range of administrative functions the majority of which are connected with the subjects in which the academic teaches.
- Attendance at departmental and/or faculty meetings and/or membership of a number of committees.

Skill Base
A level B Academic Staff Member will have qualifications and/or experience recognised by the institution as appropriate for the relevant discipline area. In many cases a position at this level will require a doctoral or masters qualification or equivalent accreditation and standing. In determining experience relative to qualifications, regard is had to teaching experience, experience in research, experience outside tertiary education, creative achievement, professional contributions and/or technical achievement.

Level C
General Standard
A level C Academic Staff Member is expected to make significant contributions to the teaching effort of a department, school, faculty or other organisational unit or an interdisciplinary area. An academic at this level is also expected to play a major role in scholarship, research and/or professional activities.

Specific Duties
Specific duties required of a level C Academic Staff Member may include:

- The conduct of tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and studio sessions.
- Initiation and development of course material.
- Course coordination.
- The preparation and delivery of lectures and seminars.
- Supervision of major honours or postgraduate research projects.
• Supervision of the program of study of honours students and of postgraduate students engaged in course work.
• The conduct of research.
• Significant role in research projects including, where appropriate, leadership of a research team.
• Involvement in professional activity.
• Consultation with students.
• Broad administrative functions.
• Marking and assessment.
• Attendance at departmental and/or faculty meetings and a major role in planning or committee work.

Skill Base
A level C Academic Staff Member will normally have advanced qualifications and/or recognised significant experience in the relevant discipline area. A position at this level will normally require a doctoral qualification or equivalent accreditation and standing. In determining experience relative to qualifications, regard will be had to teaching experience, experience in research, experience outside tertiary education, creative achievement, professional contributions and/or technical achievement. In addition a position at this level will normally require a record of demonstrable scholarly and professional achievement in the relevant discipline area.