

# EOI SESSIONAL ACADEMIC UNDERGRADUATE



## Job No. 4455

*The University of Newcastle is an equal opportunity employer committed to equity, diversity and social inclusion. Women and Aboriginal and Torres Strait Islander candidates are particularly encouraged to apply.*

- Sessional Academic - Undergraduate Programs
- Located at Callaghan and/or Ourimbah Campuses, and from July 2021 (Subject to ANMAC approval) our new campus at Central Coast (co-located with Gosford Hospital).
- Deliver an exceptional student experience within the School of Nursing & Midwifery

The Faculty of Health and Medicine is an innovative and dynamic research-intensive faculty which is passionate about excellence, equity and engagement globally and regionally.

### **Be challenged and imagine with us**

Sessional academic staff play a large role in contributing to the achievement of the Schools vision of “Excellence in Caring”.

The School of Nursing and Midwifery offers high quality courses with strong links to local health districts. The school is committed to delivering the best teaching strategies to equip our students to be competent practitioners in a variety of healthcare settings.

We are seeking Expressions of Interest for Sessional Undergraduate Academic positions located across Callaghan and/or Ourimbah Campuses, and from July 2021 (Subject to ANMAC approval) our new campus at Central Coast (co-located with Gosford Hospital).

### **How will you inspire us?**

As a Sessional Undergraduate Academic, you will contribute to our strategic objectives, particularly our strong commitment to providing an exceptional student experience and high-quality innovative teaching and learning practices.

Contributing to the success of our undergraduate nursing students, you will work collaboratively with the Program Convenor and course co-ordinators to deliver lecturing, tutoring, simulation demonstrations and student consultations across a broad range of specialities including medical/surgical nursing; acute care; care of the older person; and mental health nursing.

Successful applicants will form part of an eligibility list. If you are successful in this expression of interest, you will be contacted by the School prior to the commencement of the semester or trimester.

For additional information on the position contact Dr Gary Crowfoot, Deputy Program Convenor, on + 61 2 4042 1619 or via email, [gary.crowfoot@newcastle.edu.au](mailto:gary.crowfoot@newcastle.edu.au)

Closing date: Monday 9th November 2020

### **Why commit to us?**

The University of Newcastle is a Top 200 University in the world by QS World University Rankings 2021 and a Top 10 University in Australia.

All duties will be paid in accordance with the Academic Staff and Teachers Enterprise Agreement 2018 Schedule 1 – Salary Rates for Academic Staff.

Further information on benefits and conditions of employment is available at the following link: <http://www.newcastle.edu.au/about-uon/jobs-at-uon>

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## Job No. 4455

We provide opportunities for all people regardless of their background and experience, and this philosophy is reflected across all that we do.

### Let's create this future together. Here's how to join us:

Please fill out the online applicant questionnaire and attach a document which includes your current CV (2 page maximum).

DO NOT send your application to the Faculty or Division in which the position is located.

### Internal Applicants:

*\*\*Existing casual academics currently working in the School are also required to submit an Expression of Interest\*\**

- Log into [HRonline](#)
- Click on University Job Vacancies
- Click Apply for a Vacancy and select the position you wish to apply for
- Click on the 'apply now' link
- Complete online application and
- Click on the 'submit application' link

If you do not have access to the internet, or have difficulties uploading your application, please telephone (+61 2) 4033 9999 during business hours (AEST) or email [employment@newcastle.edu.au](mailto:employment@newcastle.edu.au) to discuss alternative methods of applying.

*Applications for this position will only be accepted from those with Australian residency or a valid work permit.*

*Aboriginal and Torres Strait Islander applicants are encouraged to apply.*

**We are excited to be *Looking Ahead* with you**

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## POSITION DESCRIPTION

<b>Position Title</b>	Sessional Academic
<b>Level</b>	N/A
<b>School / Unit</b>	School of Nursing and Midwifery
<b>Faculty / Division</b>	Faculty of Health and Medicine
<b>Reports to</b>	Head of School, with an informal reporting to line to the Course Coordinator
<b>Direct Reports</b>	Nil
<b>Contract Type</b>	Casual

## ROLE DESCRIPTION

Sessional academics staff play a large role in contributing to the achievement of the Schools vision of "Excellence in Caring". This role will contribute our strategic objectives, particularly our strong commitment to an exceptional student experience and our high-quality innovative teaching and learning practices.

The Sessional Academic role works collaboratively with the Program Convenor and Course Coordinators to contribute to our success. Duties may include: lecturing, tutoring, marking, simulation demonstration, student consultations and other appropriate administrative tasks. This role should have the capacity to work on either or both Callaghan and/or Ourimbah campus, and from July 2021 (Subject to ANMAC approval) our new campus at Central Coast (co-located with Gosford Hospital).

## OVERVIEW OF UNIT/SCHOOL AND POSITION CONTEXT

The University of Newcastle stands as a global leader distinguished by a commitment to equity and excellence. Our vision is to be a world-leading University for our regions and creating a better future for our regions and the globe. Underpinned by this vision and our values of excellence, equity, engagement and sustainability, the University of Newcastle's Looking Ahead Strategic Plan 2020-2025 outlines the University's commitment to delivering an exceptional student experience and serving our communities.

The Faculty of Health and Medicine is an innovative and dynamic research-intensive faculty which is passionate about excellence, equity and engagement globally and regionally.

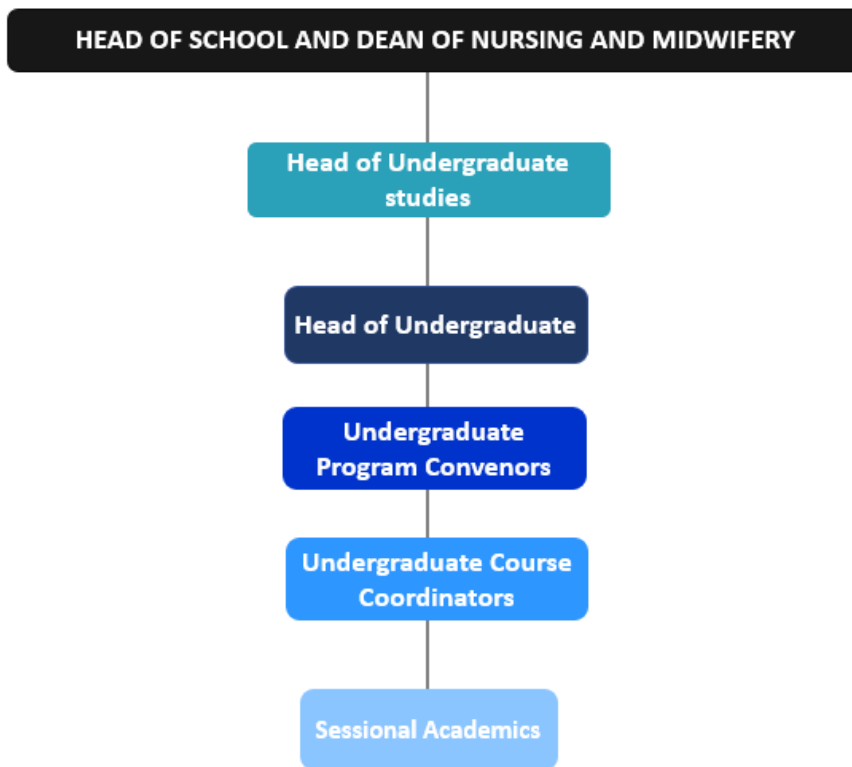
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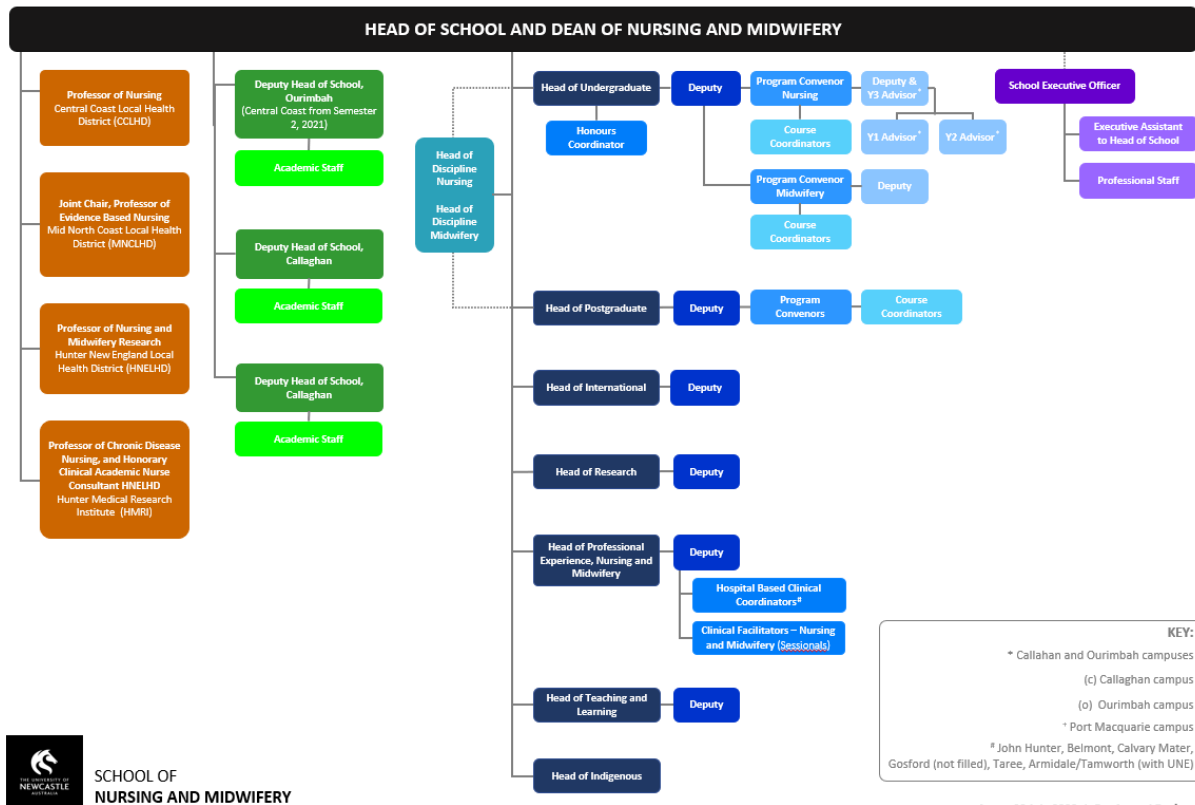
## ORGANISATION CHART



# EOI SESSIONAL ACADEMIC UNDERGRADUATE



Job No. 4455



## ROLE RESPONSIBILITIES AND TYPICAL ACTIVITIES

Area of accountability	Core Responsibilities & Typical Activities	Measures of Performance
Teaching and Learning	<p>Enhance student's skills, knowledge and understanding through the efficient and timely preparation and delivery of tutorials, simulation demonstrations and/or workshops. Engage students in intellectual inquiry appropriate to the level of the course of study and unit being taught.</p> <p>Provide students with timely access to the information and support needed to complete their work for the course.</p> <p>Mark assessment items.</p> <p>Ensure a supportive and positive learning environment for all students.</p>	<p>Informal and formal feedback from students</p> <p>Assignments marked and returned to students with appropriate feedback within agreed timelines</p> <p>UON Code of Conduct adhered to at all times</p> <p>Participate in all mandatory induction courses</p>

# EOI SESSIONAL ACADEMIC UNDERGRADUATE



**Job No. 4455**

	<p>Be familiar with and follow relevant policies and procedures.</p> <p>Be aware of institutional student support such as academic skills programs, counselling and disability services and liaise with these supports as required.</p> <p>Maintain regular and timely communication with course coordinator and School administrative office.</p> <p>Work as a member of a team and attend meetings when required.</p> <p>Observe principles and practices of equity and diversity in the workplace.</p> <p>Ensure a safe working environment for self and others.</p>	<p>Feedback from University staff</p>
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## POSITION CHARACTERISTICS

Organisational Knowledge	UON's Vision, Values & Strategic Objectives
Professional / Industry Knowledge	Must be qualified to at least one AQF qualification level higher than the course of study being taught, or with equivalent professional experience
Level of supervision / independence	Utilise initiative and work with minimal supervision
Problem solving and judgement	High level problem solving skills and ability to utilise academic judgement to make decisions
Key relationships (internal & external) & immediate team	Course Coordinator, Program Convenor, School Administrators, Teaching Team staff
Challenges	Prioritisation, time management, maintaining regular communication when away from campus
Special Characteristics	Availability between the hours of 8am – 9pm Monday to Friday, as required by course timetable(s)
WWC Check Required	No
Criminal Record Check required	Yes

# EOI SESSIONAL ACADEMIC UNDERGRADUATE



## Job No. 4455

### EXPECTED BEHAVIOURS

The role is expected to display personal qualities and behaviours consistent with the Individual Contributor Level as outlined in the Leadership Framework.

The UON Leadership framework describes six leadership capabilities for both academic and professional staff. At UON leaders; shape the future, engage beyond the University, work collaboratively, strive for excellence, drive performance and show courage and respect.

At UON we recognise that while leaders exist at all levels, people face different challenges and demands depending on their leadership level. For each Leadership Capability the behaviours reflect how each capability can be observed at different leadership levels in the University.

### INHERENT REQUIREMENTS

This Position Description outlines the major accountabilities/responsibilities and the essential criteria against which you will be assessed as suitable for the position. As such there will be specific job requirements that we refer to as Inherent Requirements. Inherent Requirements refer to your ability to:

- Perform the essential duties and functional requirements of the job;
- Meet the productivity and quality requirements of the position;
- Work effectively in the team or other type of work organisation concerned; and
- Perform the role without undue risk to your own or others health, safety and welfare at work.

If you have any injuries, illness, disorder, impairment, condition or incapacity that may affect your ability to perform the inherent requirements of the position, we encourage you to discuss this with the University to assist in the process of identifying reasonable adjustments to enable you to perform the duties of the position.

### ESSENTIAL CRITERIA

- Current registration with the Australian Health Practitioner Regulation Agency (AHPRA) with no restrictions, notations or conditions
- Minimum qualification at a Bachelor level (Nursing or Midwifery degree)
- Minimum of five years post registration experience
- Recency of practice as a Registered Nurse or Registered Midwife.
- Possessing one or more of the following: Cert IV in Training and Assessment **OR** Completion of 'Empowering the Educator' modules available through HETI **OR** Demonstrated relevant and current experience in teaching and education **OR** completion of a tertiary educational qualification
- Highly developed interpersonal skills including clear communication (written and oral) and the ability to receive and provide constructive feedback and the ability to participate in a team environment
- Ability to engage effectively with individuals with diverse backgrounds

# EOI SESSIONAL ACADEMIC UNDERGRADUATE



## Job No. 4455

- Competency in the use of computers to meet teaching and administrative requirements and the support of students use of technology
- Ability to act professionally and act with discretion and maintain confidentiality
- Knowledge of, and experience in adhering to workplace policies and procedures in the areas of work health safety, equity, diversity and promoting a respectful workplace culture.

## DESIRABLE CRITERIA

- Experience teaching at the tertiary level.