

POSITION DESCRIPTION

Academic Positions

(In addition to the Position Classification Standards)

Position Title: Associate Professor Level: D
Faculty/Division: Health & Behavioural Sciences
Department/Location: School of Nursing, Midwifery & Indigenous Health

Primary Purpose of the Position:

The primary purpose of the position is as Associate Professor to work with members of the School of Nursing, Midwifery and Indigenous Health (SNMIH) to lead the research learning and teaching agenda and make a significant contribution to the schools research outcomes and outputs. This is a teaching/research position within School of Nursing, Midwifery & Indigenous Health at the University of Wollongong.

Position Environment:

This position will be based in the School of Nursing, Midwifery & Indigenous Health, University of Wollongong; the successful applicant will be expected to provide leadership in the area of research learning and teaching agenda and make a significant contribution to the schools research outcomes and outputs. The SNMIH is committed to the education of nurses at both undergraduate and postgraduate level. The Bachelor of Nursing programme is growing due to an increasing demand by students and three site delivery (Wollongong, Shoalhaven and Bega). In addition, we have an expanding post graduate portfolio and increasing student numbers for coursework and research programmes on and off shore. It is the philosophy of the SNMIH that everyone participates in quality processes and academic governance.

Major Accountabilities/Responsibilities:

Responsibilities		Outcome	Office Use Only
1.	To develop and lead research learning and teaching agenda of the school	Research strengths of the School is enhanced measurable under ERA	
2.	Coordination of post graduate research programme/subjects and preparation of quality learning and teaching materials to include assessment processes	High quality subjects presented to students and adhere to QA principles	
3.	Engage in research and scholarly activities aligned with the school's research agenda, developing projects proposals and seeking research funding.	Research outcomes and outputs of the School is enhanced measurable under ERA	
4.	Assist the Head of Post Graduate Studies with Higher Degree Students recruitment and support	Increase HDR student numbers and timely completions	
5.	Teaching/liaison with off-shore campuses	Programmes are delivered according to School guidelines	
6.	Observe principles and practices of Equal Employment Opportunity	To ensure fair treatment in the workplace	
7.	Have OH&S responsibilities, accountabilities and authorities as	To ensure a safe working environment	

	outlined in the http://staff.uow.edu.au/ohs/commitment/responsibilities/document	for self & others.	
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Reporting Relationships:

Position Reports to:	Head
The position supervises the following positions:	N/A
Other Key Contacts:	Academic and General Staff (SNMIH), Dean, Faculty of Health & Behavioural Sciences, Staff from public/private health facilities. Other Education providers

Key Relationships:

Contact/Organisation:

School meetings/committees
Research group

Industry partners

Purpose & Frequency of contact

Contribute to academic governance and quality
To ensure that School of NM&IH is well placed to develop strong research capabilities.
To ensure currency and context of SNMIH activities

Key Challenges:

1. Develop and lead research learning and teaching agenda of the school
2. Maintain and enhance personal research/scholarly outcomes and outputs measurable under ERA
3. Learning and teaching contribution to post graduate research subjects .
4. Effective liaison with Head of Postgraduate Studies, research leaders and Higher degree students.

Knowledge & Skills:

Essential:

- Expertise and success in supporting the research of others
- Demonstrated capacity and experience in developing and delivering high quality academic programmes
- Commitment to nurse education and current SNMIH initiatives
- A collegial approach that indicates potential for collaborative working
- Good organisational ability

Education & Experience:

Essential:

- Eligible to Register as a Nurse in Australia
- Qualifications/experience in Nursing - Bachelor of Nursing or equivalent
- PhD qualification
- Recent experience in developing and delivering high quality research learning opportunities.
- Track record/research profile that matches the schools' research priority areas

Desirable

- Relevant postgraduate qualifications/experience in other areas of nursing

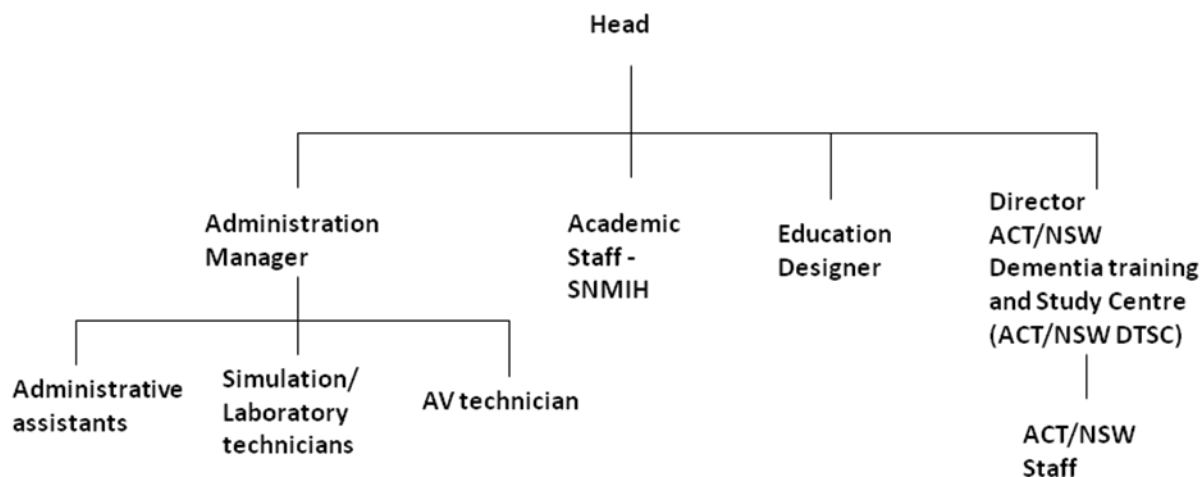
Personal Attributes:

- Demonstrated ability to work with a range of health professionals towards a common goal
- Strong track record in teamwork
- Time management and coordination skills
- Able to work in a busy and demanding environment
- Enthusiasm , advocacy and care for student learning
- Transactional and transformational leadership skills
- High ethical and professional standards

Special Job Requirements:

Ability to travel between campuses Southern Sydney Education Centre (Loftus)/ Wollongong/Shoalhaven (Nowra) and Bega occasionally

Organisational Chart:



Approval:

Approved by Head of Unit: _____

Date: _____

Approved by Human Resources: _____

Date: _____



POSITION CLASSIFICATION STANDARD - Teaching and Research

Level: D

Title: Associate Professor

Description

A position classification standard describes the broad categories of responsibility attached to academic staff at different levels. The standards are not exhaustive of all tasks in academic employment, which is by its nature multi-skilled and involves an overlap of duties between levels. **Therefore the standards should not be applied mechanistically. Quality of performance is the principal factor governing level of appointment of individuals, and a broadly-worded skill base is set out for each level.**

All levels of academic staff can expect to make a contribution to a diversity of functions within their institutions. Such functions include teaching research participation in professional activities and participation in the academic planning and governance of the institution. The balance of functions will vary according to level and position and over time.

- General Standard
- Specific Duties
- Skill Base

General Standard

A Level D academic is expected to make a significant contribution to all activities of the organisational unit or interdisciplinary area and play a significant role within their profession or discipline. Academics at this level may be appointed in recognition of distinction in their disciplinary area.

Specific Duties

Specific duties required of a level D academic may include

- The conduct of tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and studio sessions .
- The development of and responsibility for curriculum/programmes of study.
- Course co-ordination.
- 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, including, where appropriate, leadership of a major research team.
- Significant contribution to the profession, and/or discipline.
- High level administrative functions.
- Consultation with students.
- Marking and assessment.
- Attendance at departmental and faculty meetings.

Skill Base

A Level D academic will normally have the same skill base as a Level C academic. In addition there is a requirement for academic excellence which may be evidenced by an outstanding contribution to teaching and/or research and/or the profession.