UNIVERSITY OF WOLLONGONG

POSITION DESCRIPTION
Academic Positions
(In addition to the Position Classification Standards)

Position Title: Lecturer/Senior Lecturer in Civil (Geotechnical) Engineering

Level: B / C

Faculty/Division: Engineering

Department/Location: School of Civil, Mining and Environmental Engineering

Primary Purpose of the Position:

To contribute to teaching and research efforts and to undertake professional activities to strengthen the Geotechnical engineering discipline within the School.

Position Environment:

The School of Civil, Mining and Environmental Engineering is the largest of three schools within the Faculty of Engineering. Currently we have over 400 undergraduate students enrolled with excellent graduate outcomes. We have an outstanding record of research achievements with over 50 full-time PhD students, largely supported by significant grants from the Australian Research Council, Cooperative Research Centre for Railways, Australian Coal Association Research Program and other industry funding. Our key Geotechnical Engineering research strengths are in the areas of soft soil engineering, ground improvement, transportation geomechanics, numerical modelling of geotechnical processes, granular media mechanics, landslides analysis and dam engineering. This position will contribute to the teaching and research excellence of the School in the promotion of geotechnical engineering discipline.

Major Accountabilities/Responsibilities:

Responsibilities		Outcome	Office Use Only
1.	Conduct lectures, tutorials, practical classes, demonstrations, workshops, student field excursions, including marking of assessment tasks and student consultations at undergraduate and postgraduate level.	Enhance students' skills to attain learning outcomes.	
2.	Initiation and development of subject material in consultation with senior staff.	High quality subject content and innovative teaching.	
3.	Participation and knowledge transfer to Honours students and postgraduate coursework students.	Enhance students' skills to attain learning outcomes.	
4.	Academic supervision of Honours and Higher Degree Research students research projects.	High quality theses, timeliness of completions.	
5.	Conduct original research in the field of geotechnical	Quality journal publications and	

	engineering, i.e. publishing outputs and apply successfully for external research funding.	competitive grant funding. Demonstrate Research Leadership through team work and networking, and industry liaison.	
6.	Actively participate in professional activities.	Enhance the profile of the Engineering Faculty and promote engineering in the community.	
7.	Participate in a range of administrative functions connected to teaching and research, including committee membership and attendance at School and Faculty meetings.	Contribute to the administrative functions of the School and Faculty.	
8.	Supervisory roles: Communicate and consult with staff on workplace and staffing matters.	To foster direct relationships with staff and enhance engagement with the organisation.	Ongoing
9.	Observe principles and practices of Equal Employment Opportunity	To ensure fair treatment in the workplace	
10.	Have OH&S responsibilities, accountabilities and authorities as outlined in the http://staff.uow.edu.au/ohs/commitment/responsibilities/ document	To ensure a safe working environment for self & others.	

Reporting Relationships:

Position Reports to:	Head of School
The position supervises the following positions:	Nil
Other Key Contacts:	Discipline Advisor, Sub Dean, Faculty Manager

Key Relationships:

Contact/Organisation:	Purpose & Frequency of contact
School Committee	Quarterly meetings
Faculty Committee	Quarterly meetings

Key Challenges:

1. Provide strong support to undergraduate and postgraduate students.
2. Contribute strongly to research outputs and funding in the Faculty.
3. Demonstrate research leadership and forming teams for securing and conducting cutting-edge research projects.

SELECTION CRITERIA - Knowledge & Skills:

Essential:

- Demonstrated excellence in developing subjects and teaching at both undergraduate and postgraduate levels
- Strong written and oral communication skills.
- Demonstrated potential in developing subject content.
- Demonstrated research expertise in specialised area e.g. soft soil engineering, ground improvement, transportation geomechanics, numerical modelling of geotechnical processes, granular media mechanics, landslides analysis, dam engineering and any other complementary areas of expertise.

- Demonstrated track record of publications and clear evidence of securing research grants in field of expertise.
- Evidence of research leadership though initiating research grant applications and forming research teams
- Demonstrated understanding of teaching and learning in tertiary education

SELECTION CRITERIA - Education & Experience:

Essential:

- PhD in Civil/Geotechnical Engineering
- Proven research track record in Geotechnical engineering.
- Knowledge of practice-based engineering education and work-based learning. Knowledge of flexible learning techniques.
- Experience of working in consulting engineering and active involvement with relevant professional organisations
- Experience in financial management, program management, project management and knowledge of marketing. Able to adapt to rapid changes in external demands.
- Experience in the supervision of research students and the management of research projects.
- Able to contribute to teaching in geomechanics and fundamental Civil Engineering subjects

Personal Attributes:

- Highly motivated and able to work effectively, both independently or in a team.

Special Job Requirements:

- May require some after-hours work from time to time, e.g. field trips etc.

Approval:

Approved by Head of Unit: _____

Date: _____

Approved by Human Resources: _____

Date: _____

POSITION CLASSIFICATION STANDARD - Teaching and Research

Level: B

Title: Lecturer

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 B academic is expected to make contributions to the teaching effort of the institution and to carry out activities to maintain and develop her/his scholarly, research and/or professional activities relevant to the profession or discipline.

Specific Duties

Specific duties required of a Level B academic may include

- The conduct of tutorials, practical classes, demonstrations, workshops, 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 shall 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 to technical achievement.

POSITION CLASSIFICATION STANDARD - Teaching and Research

Level: C

Title: Senior Lecturer

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 C academic 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 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 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.
- Significant role in major 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 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 shall be had to teaching experience, experience in research, experience outside tertiary education, creative achievement, professional contributions and/or to 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.