

## **Lecturer in Social Work and Human Services (Field Education Coordination and Liaison)**

Faculty of Arts  
School of Humanities and Social Sciences

Position Number	352460
Campus	Wagga Wagga
Classification	Level B
Nature of Employment	Continuing
Employee Contribution to Superannuation	7% (flexible contribution options available)
Employer Contribution to Superannuation	17%
Workplace Agreement	Charles Sturt University Enterprise Agreement 2010 - 2012
Date Last Reviewed	25 September 2013

### **School of Humanities and Social Sciences**

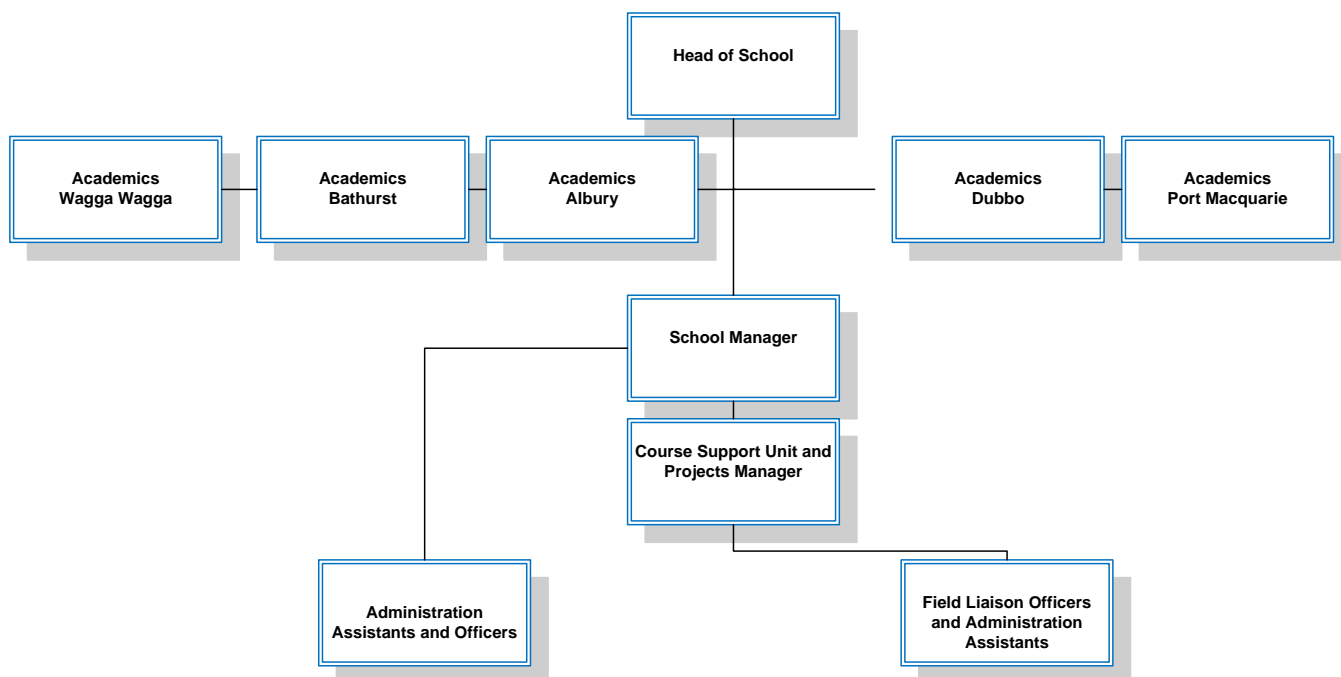
The School of Humanities and Social Sciences, part of the Faculty of Arts of Charles Sturt University, is based at the Wagga Wagga, campus and also has staff located at the Albury-Wodonga, Bathurst, Dubbo and Port Macquarie Campuses of the University.

Academic staff come from a range of disciplines including:

- English
- History / Politics
- Human Services
- Justice Studies
- Law / Social Policy
- Philosophy
- Sociology

Staff also teach in courses based in other schools of the Faculty of Arts and other faculties of the university; areas include applied ethics, media history, theory and policy, genetic counselling, policing history and investigations.

## Organisational Chart



## Reporting Relationships

This position reports to: Head of School

This position supervises: Nil

## Position Overview

Reporting to the Head, School of Humanities and Social Sciences, the Lecturer in Social Work and Human Services (Field Education Coordination and Liaison) will be based in Wagga Wagga and have a strong background in Social Work with relevant recent practice experience. Experience in counselling/clinical work is desirable.

The successful applicant will be primarily involved in teaching and administration of field education subjects, in particular, liaising with students, agencies and field educators. The workload may also involve marking and teaching in other subjects as required including participating in residential schools.

## Principal Responsibilities

### Teaching and Learning

- Contribute to the scholarship of teaching and research/professional activity with the discipline, school and faculty.
- Provide discipline input to course and subject design in the area of social work and social welfare.
- Teach subjects in the social work and social welfare programs as required with a focus on field education subjects.
- Undertake academic management and leadership to promote high quality in subject delivery and development including professional development for CSU staff involved in field education.
- Coordinate courses or work with the Course Director where appropriate.
- Assist in developing programs in social work and social welfare as required.
- Where appropriate, teach subjects in flexible delivery mode.
- Effectively liaise with staff across the University and with partners to ensure high quality subject delivery including participation in internal and external field education networks .
- Develop/manage professional development and support programs for field educators and field education partner organisations.
- Consult with students.
- Provide support for other positions during absences.
- Teach effectively at undergraduate, honours and post graduate levels.
- Undertake academic professional development to promote high quality subject delivery and development.

### Research / Professional activity

- Conduct research/professional activity and publish scholarly papers.
- Work with colleagues and postgraduates in the development of joint research / professional activity projects.
- Contribute to the development of the discipline through research / professional activity.

### Administration

- Perform a range of administrative functions within the School.
- Contribute to the processes that enable the academic team to manage the work of the School, including participating in School decision-making and serving on School committees.

### **Capabilities**

- Ability to work with a diverse range of staff, students and community members.
- Ability to undertake professional development including where appropriate, higher degree study, to enhance skills in teaching, research and professional activity.
- Ability to engage with a broad range of students, partners and field education organisations.
- Capacity to work as part of a diverse team of academic and administrative staff.

### Physical Capabilities:

Consideration should also be given to areas such as:

- Sitting for long periods at a computer desk.
- Standing for long periods giving lectures/teaching.
- Ability and availability to travel. On occasion there may be a requirement to drive a university vehicle within the terms of the University's Driving Hours Guidelines and Policy available at <http://www.csu.edu.au/division/hr/working-life/health-well-being/policy-procedure.htm>

## Selection Criteria

Applicants are expected to address the selection criteria when applying for this position.

### Essential

1. A doctoral or master's qualification relevant to social work and social welfare or equivalent accreditation and standing;
2. A record of research and/or professional activity relevant to social work which demonstrates the capacity to make an autonomous contribution to the relevant discipline area;
3. Eligibility for membership of the Australian Association of Social Workers (AASW);
4. Demonstrated (approximately 5 years) post qualifying practice experience.
5. Demonstrated ability to undertake teaching at tertiary level in face to face and online environments.
6. Excellent interpersonal skills and the capacity to work as part of a team of academic staff.
7. Demonstrated ability to coordinate and contribute to academic administration of teaching including subject coordination.
8. Extensive knowledge of human services sector, including a sound understanding of current trends and issues in social work.
9. Current drivers licence and availability to travel.

### Desirable

1. Experience teaching Social Work/Welfare at tertiary level
2. Demonstrated experience in field education.

**Further information is available from**

Associate Professor Wendy Bowles  
Sub Dean Workplace Learning and Discipline Coordinator Social Work and  
Human Services  
Phone: 02 6933 2695  
Email: [wbowles@csu.edu.au](mailto:wbowles@csu.edu.au)

## **Information for Prospective Staff**

### **Your Application**

E-recruitment is the method by which CSU manages its recruitment processes and it is preferred that all applications be lodged using this method. Please refer to [www.csu.edu.au/jobs/](http://www.csu.edu.au/jobs/)

If intending applicants are unable to access this website, please contact the HR Service Centre on 02 6338 4884 or 1800 688 117.

### **Staff Benefits**

CSU is committed to providing an employment environment that fosters teamwork, innovation, reflective practice, continual learning, knowledge sharing and opportunities for staff to achieve their full potential. CSU is committed to providing a flexible working environment that encourages employees to live a balanced lifestyle, combining work and family responsibilities.

To find out more: <http://www.csu.edu.au/jobs/benefits/>

### **Essential Information for Staff**

- All employees have an obligation to comply with all the University's workplace health & safety policies, procedures and instructions and not place at risk the health and safety of any other person in the workplace;
- All employees are required to be aware of and demonstrate a commitment to the principles of equal opportunity in the workplace;
- All employees are to ensure the creation and maintenance of full and accurate records of official University business adheres to the University's Records Management Policies; and
- All employees are expected to undertake an induction program on commencement.

Further information regarding the policy and procedures applicable to Occupational Health and Safety and Equal Opportunity can be found on the CSU website <http://www.csu.edu.au/division/hr/>

Further information regarding the policies and procedures of CSU can be found in the Administration Manual at: <http://www.csu.edu.au/adminman/hum/humanresources.htm>

Further information on Delegations is available at <http://www.csu.edu.au/adminman/del/>

**Code of Conduct:** <http://www.csu.edu.au/adminman/hum/CodeOfConduct.doc>

**CSU Enterprise Agreement 2010 -2012:** <http://www.csu.edu.au/division/hr/enterprise-agreement.pdf>