



POSITION DESCRIPTION

Academic Positions

(In addition to the Position Classification Standards)

Position Title: Lecturers in Visual Arts (Painting) Level: B
 Faculty/Division: Faculty of Creative Arts Department/Location: Visual Arts Program

Primary Purpose of the Position:

The appointee will co-ordinate and teach studio subjects in Visual Arts at the University of Wollongong, with a major focus on painting; additional teaching areas may include printmaking and drawing. The successful applicant will be expected to have a track record of successful teaching at tertiary level, a significant creative practice and in-depth knowledge of the history and development of contemporary art. Links with professional organisations or the arts community will be well regarded. The ability to supervise undergraduate, honours and postgraduate creative and academic research is essential, as are excellent communication skills and a commitment to teamwork. A research higher degree is essential.

Position Environment:

The Faculty of Creative Arts offers stimulating, specialist creative arts degrees as well as studio programs open to the entire University community in a culturally diverse and academically rigorous environment. The Faculty has a strong track record in postgraduate research as well as a lively undergraduate culture. It values both traditional and new technologies in driving the development of artists and encourages critical enquiry in interpreting national and international contexts of contemporary art.

Major Accountabilities/Responsibilities:

Responsibilities		Outcome	Office Use Only
1.	Preparation and teaching of studio classes, lectures and tutorials	Provide students with a stimulating learning environment	
2.	Curriculum development and renewal	Regular review and development of subjects to ensure relevance and currency	
3.	Undergraduate assessment – undertake marking as required and provide students with timely feedback on their work	Provide students with reasonable feedback about their performance	
4.	Supervision of postgraduate and honours students	Increase the Faculty and University reputation for outstanding scholarship	
5.	Coordinate subjects as requested by Head of Academic Unit	Ensure quality of workloads	

6.	Undertake administrative tasks associated with teaching responsibilities including participating in Faculty meetings as well as participating in promotional events coordinated by the Faculty	Contribute to the development of the University at different levels. Attract quality students into the School of Art and Design	
7.	Develop and maintain creative practice and/or generate research projects; contribute to Faculty's research culture.	Reportable outcomes in UOW and external contexts such as ERA	
8.	Undertake governance responsibilities and additional duties as required	Willingness to participate in identified governance or community activities as required.	
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 OHS Roles and Responsibilities Document	To ensure a safe working environment for self & others.	

Reporting Relationships:

Position Reports to:	Deputy Dean (Head of Academic Unit)
The position supervises the following positions:	Tutors and part-time lecturers teaching into subjects coordinated by the successful applicant
Other Key Contacts:	Colleagues within the Visual Arts Program and the Faculty; Sub-Dean.

Key Relationships:

Contact/Organisation:

TAFE

Cultural Industries – various sectors

Schools, careers advisers

Purpose & Frequency of contact

As needed for articulation arrangements and joint program development

As needed for student and research project development, consultancy work, professional advice

Program marketing

Key Challenges:

1. Provide a stimulating and exciting learning environment
2. Maintain and develop contemporary creative practice
3. Work in a multi-disciplinary environment
4. Develop and participate in innovative research projects

Knowledge & Skills:

Essential:

- Ability to prepare and deliver tutorials and lectures and undertake assessment at the required level
- Skills in developing and communicating relevant curricula in a cross-disciplinary environment
- High level understanding of and fluency in the application of a range of Visual Arts practices
- Capacity to generate individual or collaborative research projects

- Project management and negotiation skills

Education & Experience:

Essential:

- Substantial creative experience in at least one core aspect of contemporary visual arts practice including: painting; print-making; drawing.
- Relevant tertiary teaching experience
- Research higher degree

Desirable:

- Postgraduate student supervisory experience

Personal Attributes:

- An ability to relate to and coordinate the activities of students within the Faculty
- Flexibility and resourcefulness in a changing workplace
- Ability to work as a team member
- Ability to meet tight deadlines
- High level of interpersonal and organisational skills

Approval:

Approved by Head of Unit: _____

Date: _____

Approved by Personnel: _____

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.