



## Inherent Requirements:

This position description outlines the major accountabilities/responsibilities and the selection 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
- Do the job 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. The University wants to place you in the best situation to use your skills effectively in the position you are applying for at the University.

## Reporting Relationships:

Position Reports to:	Head of School
The position supervises the following positions:	Nil
Other Key Contacts:	

## Key Relationships:

### Contact/Organisation:

School Committee  
Professional Programs Committee

### Purpose & Frequency of contact

Contribute to School governance. Monthly.  
Contribute to ongoing review and development of the professional programs. Monthly.

## Key Challenges:

1. Provision of high quality teaching and learning experiences for students in postgraduate and undergraduate psychology
2. Provision of high quality clinical supervision to students in professional programs
3. Coordination of subjects
4. Conducting internationally competitive research
5. Supervising student research projects

## Knowledge & Skills:

Essential:

- Expertise in clinical psychology
- Ability to teach Cognitive Behavioural Therapy
- Excellent analytical skills
- Advanced oral and written communication skills
- Well-developed organisational skills

## Education & Experience:

Essential:

- PhD in Psychology or DPsych
- Experience working as a clinical psychologist
- Eligibility to supervise intern psychologists
- Evidence of high quality teaching at university level
- Experience of supervision of fourth-year psychology research projects and higher degree research students
- A record of publication of research in clinical psychology or mental health

Desirable

- Appropriate skills for engagement in flexible delivery of university courses, such as through eLearning platforms

## Personal Attributes:

Essential:

- Ability to work as a team member
- Commitment to quality education and a desire to engage in high quality research
- Ability to engage students in teaching



## 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.



## POSITION DESCRIPTION

### Academic Positions

*(In addition to the Position Classification Standards)*

Position Title: Associate Professor Level: D  
 Faculty/Division: Social Sciences Department/Location: School of Psychology

#### Primary Purpose of the Position:

The position is to provide teaching in clinical and professional psychology at the postgraduate and undergraduate level, provide clinical supervision and to conduct psychological research, including supervising student research projects.

This position is aimed at maintaining the teaching and research profile of the School of Psychology in the area of clinical and professional psychology. The successful applicant would be expected to strengthen the existing profile of research in this area through high-quality publications and national competitive grants. They would also contribute to teaching and subject coordination at postgraduate, fourth year and/or undergraduate level. They will supervise fourth-year research projects and higher-degree students. They would also be expected to take a leadership role in the professional programs in the future.

#### Position Environment:

To provide basic education and training in psychology through bachelor degree programs. To provide advanced professional training leading to registration by the Psychology Board of Australia. To conduct nationally and internationally recognised research on basic and applied psychological issues, including through the supervision of higher research degree students.

#### Major Accountabilities/Responsibilities:

Responsibilities		Outcome	Office Use Only
1.	Teach and assess subjects in clinical and professional psychology, and other areas of psychology as required	Maintain high standards of teaching	
2.	Conduct high quality research in the area of clinical psychology/mental health	Publish research in high impact scholarly journals	
3.	Coordinate subjects at postgraduate and undergraduate level, as required	Provision of completed records of student performance to School assessment committee	
4.	Contribute to academic governance within the School of Psychology, including coordination of professional programs	Input into discussion and formation of School policy and practices. Successful progress of students through professional programs.	
5.	Contribute to the research/scholarly activity of the School, including through the supervision of student research projects	Conduct research leading to publication of research in high impact academic journals	
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 outlined in the <a href="#">OHS Roles and Responsibilities Document</a>	To ensure a safe working environment for self & others.	

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## Reporting Relationships:

Position Reports to:	Head of School
The position supervises the following positions:	Nil
Other Key Contacts:	

## Key Relationships:

Identify the key positions, committees, organisations or groups that the position deals with inside and outside the organisation. Only include those that are regularly communicated with.

### Contact/Organisation:

School Committee  
Professional Programs Committee

### Purpose & Frequency of contact

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Contribute to ongoing review and development of the professional programs. Monthly.

## Key Challenges:

1. Provision of high quality teaching and learning experiences for students in postgraduate and undergraduate psychology
2. Provision of high quality clinical supervision to students in professional programs
3. Coordination of subjects
4. Conducting internationally competitive research
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## Knowledge & Skills:

### Essential:

- Expertise in clinical psychology
- Ability to teach Cognitive Behavioural Therapy
- Excellent analytical skills
- Advanced oral and written communication skills
- Well-developed organisational skills

### Desirable

- Evidence of leadership skills

## Education & Experience:

### Essential:

- PhD in Psychology or DPsych
- Experience working as a clinical psychologist
- Eligibility to supervise intern psychologists
- Evidence of high quality teaching at university level
- Experience of supervision of fourth-year psychology research projects and higher degree research students
- A record of publication and of attracting grant funding for research in clinical psychology or mental health

### Desirable

- Appropriate skills for engagement in flexible delivery of university courses, such as through eLearning platforms

## Personal Attributes:

### Essential:

- Ability to work as a team member
- Commitment to quality education and a desire to engage in high quality research
- Ability to engage students in teaching



## 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/programmers 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.