

## POSITION DESCRIPTION – Academic Staff

Position Title: Lecturer in Nursing/Simulation Facilitator (Level B)  
 Faculty/Division: Science, Medicine and Health  
 Department/Location: Nursing, Midwifery & Indigenous Health Wollongong

### Primary purpose of the position:

The primary purpose of the position is as a Lecturer in Nursing/Simulation Facilitator to work with members of the School of Nursing, Midwifery and Indigenous Health to provide high quality experiences for students and contribute to the schools scholarly agenda. This is a teaching intensive position within School of Nursing, Midwifery & Indigenous Health at the University of Wollongong.

### Position Environment: (Optional)

The School of Nursing, Midwifery & Indigenous Health, University of Wollongong, is committed to the education of nursing and indigenous health students at both undergraduate and postgraduate level. We enjoy a sound reputation academically and clinically, nationally and internationally. The Bachelor of Nursing programme is growing due to an increasing demand by students and five site delivery (Wollongong, Shoalhaven, Southern Sydney, Batemans Bay and Bega). This position is based in the School of Nursing, Midwifery & Indigenous Health, University of Wollongong; the successful applicant will be primarily based at the Southern Sydney Education Centre (Loftus) whilst attending the Wollongong campus for some time each week.

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 all the staff participate in the quality processes and academic governance.

### Major Accountabilities/Responsibilities:

Responsibilities		Outcome:	Office Use Only
1.	Coordination of undergraduate/postgraduate subject(s)	To ensure successful coordination of subjects	
2.	Preparation and delivery of learning and teaching materials to include assessment processes	High quality subjects presented to students and adhere to QA principles. Evidence based learning and teaching opportunities.	
3.	Teaching/liaison with off-shore and outreach campuses	Programme is delivered according to School guidelines	
4.	Liaison with the clinical component of the course	To ensure students are competent clinically	
5.	Engage fully in the scholarship of learning and teaching.	Active involvement in curriculum development and implementation. Pedagogical development Scholarly outcomes/publications	

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 OHS Roles and Responsibilities Document	To ensure a safe working environment for self & others.	

### 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
The position supervises the following positions:	N/A
Other Key Contacts:	Academic and General Staff (SNMIH), Bachelor of Nursing Programme Coordinator, Director of Clinical Learning, Head of School and Executive Dean & colleagues - Faculty of Medicine, Science & Health, Staff from public/private health facilities. Other Education providers

### Key Relationships:

#### Contact/Organisation:

School meetings  
Course Coordination  
Clinical Team  
Industry partners

Contribute to academic governance and quality  
To ensure QA of curriculum - ongoing  
To ensure appropriate and quality clinical learning - ongoing  
To ensure currency and context to SNMIH activities

### Key Challenges:

1.	Leading teaching teams in subjects - learning, teaching and assessment activities relating to nursing.
2.	Coordination of undergraduate/post graduate subject(s) across campuses
3.	Academic governance - quality learning, teaching and student support.
4.	Engage in scholarly activities.

## Knowledge & Skills:

Essential:

- Sound knowledge of nursing - acute and complex care
- Willingness and ability to teach across a range of subjects in an undergraduate nursing programme.
- Commitment to nurse education and current SNMIH initiatives
- A collegial approach that indicates potential for collaborative working
- Good organisational ability

Desirable:

- Qualifications/experience in other areas of nursing
- Demonstrated experience and/or interest in teaching clinical simulations

## Education and Experience:

Essential:

- Eligible to Register as a Nurse in Australia
- Demonstrated capacity and experience in developing and delivering high quality academic and /or clinical nursing programmes
- Hold a BN or equivalent experience
- Postgraduate qualification.
- Working towards/willingness to complete a research qualification- Masters/PhD
- Experience in clinical teaching in a clinical simulation centre

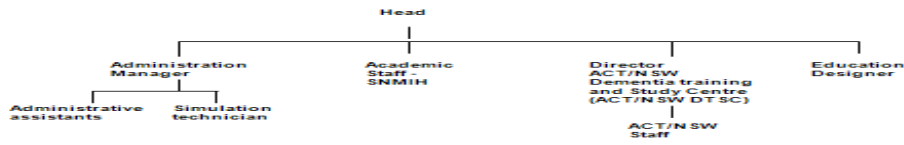
## Personal Attributes:

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

## Special Job Requirements:

Ability to travel between campuses Southern Sydney Education Centre (Loftus)/ Wollongong campus weekly, others Shoalhaven, Batemans Bay and Bega infrequently.

**Organisational Chart:**



**Approval:**

Approval 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.