

Podiatrist – Clinical Educator

Faculty of Science
School of Community Health

Position Number	627621
Campus	Albury-Wodonga
Classification	A/B
Nature of Employment	Fixed term
Employee Contribution to Superannuation	7% (flexible contribution options available)
Employer Contribution to Superannuation	9.25%
Workplace Agreement	Charles Sturt University Enterprise Agreement 2013 - 2016
Date Last Reviewed	1 November 2013

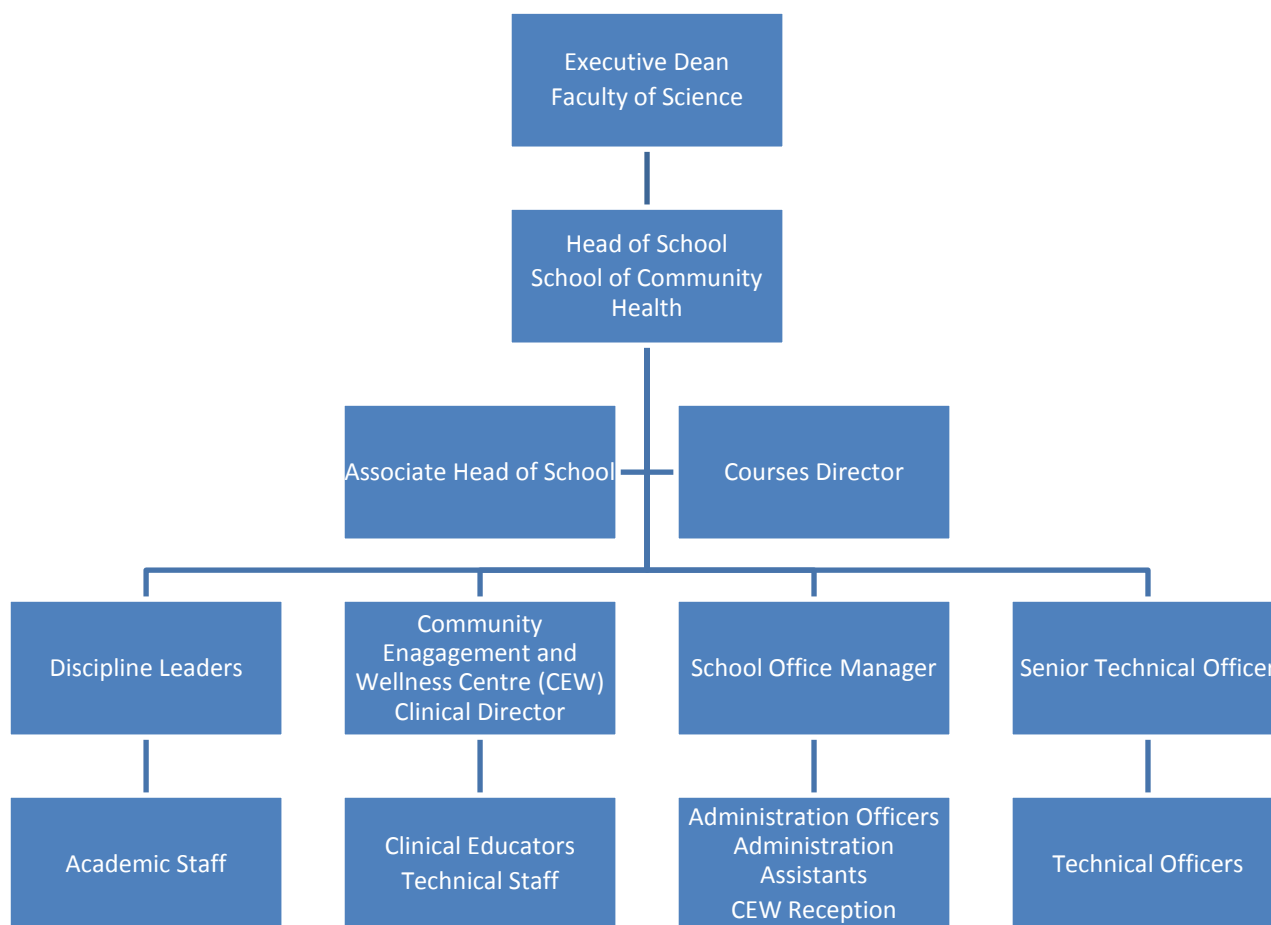
Faculty of Science - Organisational Environment

The Faculty has more than 9000 students and over 500 staff dedicated to advancing scientific knowledge. It delivers flexible, innovative teaching programs designed to produce job-ready graduates for the professions. A leader in strategic and applied research in a wide array of sciences it enhances and extends knowledge, trains and educates future researchers and provides scientific solutions to current challenges. The staff and students in the Faculty achieve this through ethical practice, professional collaborations, industry involvement and a commitment to continual improvement. The School of Community Health has a diverse range of staff who work together in the pursuit of excellence in teaching, research and community engagement.

The School of Community Health is a well established, multi-campus School that offers undergraduate professional courses including Health and Rehabilitation Science, Speech Pathology, Physiotherapy, Podiatry and Occupational Therapy, and a range of postgraduate courses. The School is committed to enhancing its reputation as a high performing multidisciplinary school by having academics focused on providing quality education and being actively involved in a variety of research programs that complement these courses.

In Teaching we work to enable students to reach their full potential so they enhance the communities in which they work as graduate health professionals. Our Research strengths have been developed through cooperative methods that link researchers from a range of backgrounds with the communities that we form a part of. Staff in the School of Community Health are committed to work with regional and rural communities to train and graduate future health professionals; we use research to find answers to community questions; and we work together to support people to become agents for positive change within their community.

Organisational Chart



Reporting Relationships

This position reports to: Head of School
This position supervises: Nil

Position Overview

This Podiatrist – Clinical Educator will actively provide clinical supervision to Podiatry students undertaking clinical placements, and care of clients both within the university's the Centre of Engagement and Wellness (CEW) Clinic and on occasion at the CSU podiatry outreach sites. The successful applicant will be expected to liaise with academic staff to develop clinical tutorials for the education of students and; develop and implement policies and procedures which comply with and include Infection Control principles, OH&S, the NSW Government and, appropriate quality assurance mechanisms and policies/recommendations of the Australian Podiatry Association and other relevant professional bodies.

Principal Responsibilities

Teaching and Learning

1. Coordinate clinical placements within the Centre of Engagement and Wellness (CEW) and CSU Podiatry outreach sites
2. Provide quality clinical education/student supervision in both onsite and occasional outreach clinics
3. Liaise with academic staff to ensure quality clinical education is being provided
4. Liaise with academic staff about student performance
5. Participate in clinical examinations
6. Develop and deliver high quality clinical tutorial resources.

Professional Activity

7. Provide high quality podiatry care to clients of the clinic
8. Provide community talks to generate increased client numbers and promote CSU in the community.
9. Maintain currency of knowledge by ongoing professional development

Administration and management/leadership

10. Develop, implement and monitor policies and procedures ensuring compliance with relevant legislation including but not limited to:
 - OH&S Legislation
 - Australian standards pertinent to Podiatry
 - Infection control theories / practices
 - Podiatry registration acts
 - Podiatry professional bodies requirements
 - University policies
 - Internal clinic management
11. Develop and implement procedures to ensure the smooth running of the clinic (for example ordering, cleaning, linen, stock control)
12. Liaise with academic staff over the scheduling of clinics and client loads.
13. Other duties appropriate to the classification as required

Capabilities

- Ability to provide client care in a clinical supervision environment
- Ability to play a role in scholarly activities and professional activities relevant to the discipline;
- Ability to make an independent contribution through professional practice and expertise, and co-ordinate and/or lead the activities of other staff, as appropriate to the discipline and the level;
- Be able to contribute to teaching at a level appropriate to qualifications, engage in scholarship and/or professional activities appropriate to his or her discipline;
- Ability to build and maintain both internal and external networks/relationships for the purposes of professional collaboration and collegiality.
- Capacity to contribute to the academic administration of teaching;

Selection Criteria

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

Essential for appointment at Academic Level A and B

1. An honours degree or higher qualification relevant to Podiatry; an extended professional degree; a postgraduate diploma appropriate to Podiatry; or equivalent accreditation and standing
2. Current registration as a Podiatrist with Podiatry Board of Australia and AHPRA
3. Proven excellence in clinical experience as a podiatrist.
4. Evidence of the capacity to be successful in teaching.
5. Demonstrated active involvement and contribution to the podiatry professional community.
6. A demonstrated ability to effectively liaise with colleagues and work as a member of a multi-disciplinary team.
7. Capacity to initiate, develop and maintain new and/or established practice-based programs, with supervision.
8. Demonstrated ability to supervise students in workplace learning settings;
9. Evidence of excellent written and verbal communication skills including demonstrated knowledge of Microsoft Office suite of programs.
10. Evidence of sound administrative and organisational skills.
11. Accredited senior first aid certificate advanced resuscitation certificate, anaphylaxis and automated defibrillation certificate (or obtained prior to starting) and ability to maintain certificates during the term of the appointment.
12. A current drivers licence

Additional Essential criteria for appointment at Academic Level B

1. A doctoral or masters qualification appropriate to Podiatry or equivalent accreditation and standing
2. A record of research or extensive professional activity relevant to Podiatry, which demonstrates a capacity to make an autonomous contribution
3. Capacity to independently initiate, develop and maintain new and/or established practice-based programs;

Desirable criteria for appointment at Academic Level A and B

1. Demonstrated skills in the use of new technologies and approaches to teaching and learning
2. Demonstrated ability to teach in a tertiary education environment
3. Scholarly publications in refereed journals and presentations at national and international conferences
4. Evidence of continuing professional development or higher degree studies.

Further information is available from

Associate Professor Paul Tinley
Discipline Leader, Podiatry
School of Community Health
Phone: 02 6051 9248
Email: ptinley@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/

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

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 2013 -2016: <http://www.csu.edu.au/division/hr/enterprise-agreement.pdf>