

POSITION DESCRIPTION

Academic Positions

(In addition to the Position Classification Standards)

Position Title:	Senior Lecturer: Medical Sciences
Level:	Level C
Faculty/Division:	Faculty of Science, Medicine & Health
Department/Location:	Graduate School of Medicine (GSM)

Position Environment:

The Faculty of Science, Medicine and Health (SMAH) is one of UOW's five faculties and incorporates the Schools of Chemistry, Biological Sciences, Earth and Environmental Science, Nursing and Midwifery, and the School of Medicine incorporating the Graduate School of Medicine (GSM). The School of Medicine offers the MBBS as well as courses in Exercise Science and Rehabilitation, Nutrition and Dietetics, Medical and Health Sciences and Health Sciences (Indigenous Studies). This structure provides opportunities for cross-disciplinary teaching and research. The GSM aims to graduate excellent medical practitioners with a commitment to patient-centred, evidence-based, reflective and cost-effective medical practice, who have the capacity and desire to contribute to the enhancement of health care for persons in all geographic settings, but particularly in regional, rural and remote communities. The medical curriculum covers a diversity of content, encompassing biological and social sciences, clinical medicine, law, ethics, research and critical analysis, and personal and professional development. This provides a variety of opportunities for involvement in curriculum delivery for academic staff working alone and in interdisciplinary teams. The GSM operates primarily on two campuses, located in Wollongong and Shoalhaven, as well as in numerous rural sites throughout NSW.

Primary Purpose of the Position:

This position has a key development and leadership role within the School of Medicine as a teaching and research academic with the Graduate School of Medicine (GSM). The appointee will have significant involvement in curriculum and have a strong research track record complementary to the Faculty Strategic Plan. The position also involves a variety of curriculum development, teaching, remedial and assessment activities designed to foster student learning of the medical sciences throughout the 4-year GSM curriculum. The position requires broad experience in the basic biomedical sciences, and ability to teach in several areas, along with demonstrated ability or potential in obtaining national competitive research grant funding.

Major Responsibilities & Outcomes:

Responsibilities	Outcome	Office Use Only
<p>Play a major role in the ongoing development of the 4-year curriculum of the MBBS degree.</p> <p>Contribute to the ongoing development and revision of curriculum materials to ensure the basic sciences are appropriately integrated throughout the curriculum.</p> <p>Deliver learning activities including lectures, tutorials and on-line activities across all four phases of the curriculum on basic and medical sciences principles/topics. Take a lead role in curriculum integration and management through coordination of teaching within a body system block Function as a group facilitator for the Case Based Learning activities, both in small group and large group sessions.</p>	<p>To ensure: the MBBS delivers an efficient and effective curriculum that is consistent with the GSM's stated objectives; that medical sciences are appropriately integrated into the MBBS curriculum, and that the curriculum is delivered in an efficient and effective manner to ensure the GSM's stated objectives are achieved. To develop and deliver Learning Activities that foster student learning of the scientific basis of medicine in the various delivery formats utilised by the MBBS curriculum.</p>	
<p>Provide individual remedial learning activities on principles and topics that are identified as being problematic for students.</p>	<p>To ensure that students have opportunities to engage in remedial activities to help them overcome learning difficulties.</p>	
<p>Contribute to the development of formative and summative assessment instruments/activities, and take part in their subsequent marking and grading.</p>	<p>To ensure that assessment activities reflect the curriculum and its associated learning outcomes, and that the basic and medical sciences are appropriately and fairly represented in the assessment activities.</p>	
<p>Represent the GSM and School of Medicine on Faculty, University, State, National and International Committees as requested by the Dean.</p> <p>Represent the GSM and School of Medicine at State, National and International Conferences/Meetings as requested by the Dean.</p>	<p>To provide input into the development and ongoing refinement of the curriculum.</p> <p>Ensure that the School of Medicine (and the GSM) is represented in a professional and appropriate manner and that the interests of the GSM are considered in decision making processes.</p>	
<p>Contribute to the research and scholarly profile of the Faculty of Science, Medicine and Health (SMAH) by developing a research profile complementary to the research strengths and strategy of the GSM and broader School of Medicine, the Faculty of Science Medicine and Health.</p>	<p>To contribute to the research profile of the GSM, School of Medicine, SMAH and the University.</p>	
<p>Observe principles and practices of Equal Employment Opportunity.</p>	<p>To ensure fair treatment in the workplace.</p>	
<p>Have WH&S responsibilities, accountabilities and authorities as outlined in the WHS Roles and Responsibilities Document.</p>	<p>To ensure a safe working environment for self & others.</p>	

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:	Academic Leader: Medical Sciences
This Position Supervises the Following:	Nil
Other Key Contacts:	Dean, School of Medicine Academic Leader: Case-Based Learning Academic Leader: Research and Critical Analysis Medical science research staff Curriculum Theme Leaders, Phase Committee Chairs, Curriculum Manager. Administrative Staff: Learning & Teaching Group Academic Leader: Medical Sciences

Key Relationships:

Contact/Organisation:

Dean School of Medicine
Academic Leader: Medical Sciences
Academic Staff: Medical Sciences
Phase Committee Chairs
Academic Staff of the GSM
Curriculum Manager
Professional Staff: Learning & Teaching

Frequency of contact:

As Required
Regular
Regular
As Required
As Required
As Required
As Required

Key Challenges:

1. To ensure that medical sciences are appropriately integrated into the 4-year GSM MBBS curriculum.
2. To ensure the curriculum support materials address the medical science knowledge, skills and behaviour that students are required to master, and are appropriate to a rural environment.
3. To ensure the assessment activities have an appropriate emphasis and methods to assess the medical sciences learning outcomes of the MBBS curriculum.
4. To ensure the MBBS curriculum is delivered in a manner that is consistent with its stated objectives.
5. To develop a strong research programme.

Selection Criteria: Knowledge & Skills

Essential:

- Demonstrated expertise in at least one of the following areas: anatomy; cell biology; biochemistry; genetics; microbiology/immunology, neurosciences; pathology; pharmacology and physiology.
- Demonstrated skills in a variety of teaching formats within a university or medical school environment.
- Demonstration of successful teamwork that fosters a collegial approach.
- Strong interpersonal skills and well-developed written communication skills
- Demonstrated abilities or potential to obtain national competitive grant funding and to develop a strong research profile
Ability to establish research collaboration within existing research directions of School of Medicine or associated research groups of SMAH and the University

Desirable:

- Demonstrated expertise in more than one of the science areas listed above.
- The ability to motivate staff and students.

Selection Criteria: Education & Experience

Essential:

- PhD or equivalent.
- Postgraduate degree qualifications or equivalent experience in at least one of the following areas: anatomy; cell biology; biochemistry; genetics; microbiology/immunology, neurosciences; pathology; pharmacology and physiology.
- Experience delivering lectures and/or facilitating small groups within a university or medical school environment.

Desirable:

- Hold a recent or current NH&MRC Grant or equivalent, by which you can confirm that you have been a Chief Investigator (A).
- Evidence of academic scholarship

Personal Attributes

Essential:

- Demonstrated understanding of and enthusiasm for the mission and the curriculum of the GSM.
- A personal commitment to quality medical teaching.
- A personal commitment to research in a relevant discipline.

Special Job Requirements:

The occupant of this position will be required to complete an annual Performance Enhancement and Career Development Record with biannual reviews together with the Academic Leader: Medical Sciences.

The appointee may be required to contribute to medical sciences teaching from the Shoalhaven campus.

The appointee will be required to travel to confer with other GSM staff or attend meetings at other GSM locations.

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.