

Senior Lecturer, Academic Coursework

POSITION NUMBER	901498
COLLEGE / DEPARTMENT	Graduate Research School
LOCATION/CAMPUS	The position is currently located at the Footscray Park Campus of the University.
CLASSIFICATION	Academic Level C

OVERALL PURPOSE

The overall purpose of the **Senior Lecturer, Academic Coursework** is to provide academic coordination of the coursework component of the Graduate Research Programs in VU Research and teach into the Programs as required.

ORGANISATIONAL ENVIRONMENT

Victoria University's Strategic Plan 2022-2030, Start Well, finish brilliantly, commits the University to the bold ambition to be one of the leading impact-driven universities in the world by 2030.

VU is one of six Australian universities offering both TAFE and higher education, with campuses in Melbourne, Brisbane, and Sydney. VU is recognised for pioneering educational innovation, notably through the VU First Year College® and the VU Block Model®, which deliver exceptional student support and focused, learner-centred teaching. VU leads Victoria in student experience, teaching quality, peer engagement, and skills development (QILT 2023).

VU is renowned for its areas of research specialisation, strongly aligned to its TAFE and Higher Education offer, these include Sports and Exercise Science (ranked 7th in the world) as well as Policy Studies, Water; Green Research translation; Immunology and Early Childhood Education, to name a few.

VU has a strategic commitment to being a thriving place to study and work and to progressive inclusivity and diversity. We are one of Australia's most culturally and socially diverse universities, and our international students are highly valued contributors to the VU community.

OUR VISION

To be one of the leading impact-driven universities in the world by 2030.

PURPOSE

Victoria University emboldens its people to design their future and has a deep Commitment to Protecting Country.

STRATEGIC DRIVERS

To achieve our vision, we have identified five Strategic Drivers, with a high-level objective, and the goals to get us to our 2030 target. Our vision is big and ambitious. It is also achievable.

1. Learner-centred for life

2. Partnering with Principle
3. Maximising Research with Impact
4. Protecting Country
5. A Thriving Place to Study and Work

Commitment to Protecting Country:

Victoria University honours its deep diversity as a foundation for collaboration and social progress. We will demonstrate sensitivity in respecting First Nation perspectives. We will ensure that we respect our Indigenous voices and commit to sustainable Protecting Country. We will take leadership responsibility, in all that we do, to improve the health and wellbeing of our local and global communities, and the planet that we share.

Commitment to Diversity and Inclusion at VU:

Victoria University believes that diversity of the workforce adds value to the University and creates a stronger, richer working environment for everyone. We are committed to making reasonable adjustments to ensure that our employees have positive, barrier-free work environments that accommodate their access needs. Employees who require adjustments are encouraged to discuss their needs with their line manager.

The University is a Child Safe organisation. The incumbent in this role will be required to hold a current Working with Children Check (WWCC).

ABOUT VU RESEARCH

VU Research was established in 2017 and has the mandate to oversee a university-wide approach for enhancing the quality and impact of research and research training at VU. The organisational objective for VU Research is to achieve high quality, innovative applied and translational research that results in healthier, smarter and sustainable communities in the west of Melbourne and beyond, connecting deeply with industry and the community and, in turn, enhancing the quality of teaching and learning and its scholarship.

The Graduate Research School sits within VU Research and provides research training and support to graduate researchers and supervisors across VU. The GRS oversees the delivery of all research degrees and works closely with higher education colleges, institutes and research centers to provide opportunities for specialised and cross-disciplinary research that is recognised in Australia and overseas.

The operations of the Graduate Research School and this position are currently located at the Footscray Park Campus of the University though this position may be relocated to any other existing or future University work location.

This position reports to the Associate Dean, Graduate Research School.

MAJOR CHALLENGES / FREEDOM TO ACT

The incumbent will be responsible for overseeing the development, management and coordination of the HDR coursework units approved as part of the University's research degree programs. Day to day oversight of the coordinator's work will be provided by the Associate Dean, Graduate Research

The main challenges in the role will include:

- Making a major contribution to leadership, planning, management and monitoring of the development and delivery of HDR coursework units, including managing course and unit approvals, reporting and

consultation as part of the development of units, planning of delivery and coordinating staffing, reporting of outcomes.

- Contributing to curriculum development to support the coursework units, including the development of blended learning/flexible delivery modes and resources (via VUCollaborate) and structuring the curriculum for delivery in different modes (block mode vs weekly classes vs online/blended)
- Contributing to the teaching delivery and ongoing assessment of students within the coursework units and the review and improvement of the HDR coursework units.

MAJOR DUTIES PERFORMED

In performing the following duties the incumbent is required to comply with quality assurance policies and procedures, and other relevant legislative requirements applicable to the University.

The major duties performed are:

1. To oversee the delivery and ongoing development of the HDR coursework units within Victoria University's suite of higher degrees by research, ensuring that these accord with University processes and reflects high standards of curriculum content and teaching and learning pedagogy, including continuous quality improvement mechanisms
2. Teach into the HDR coursework units in VU Research in areas of expertise.
3. To oversee the orientation of new students to the HDR coursework units and ensure there are appropriate arrangements for providing feedback and advice on unit selection, enrolment changes, general HDR coursework units eligibility to progress to the research component of the HDR course.
4. To contribute to specific projects which assist in the development and delivery of the HDR coursework units and other support resources for the graduate research programs in a manner which is responsive to the evolving research training educational demands of the sector, the University and its Colleges, Centres and Institutes.
5. To support and contribute to the development and implementation of student equity objectives and outcomes within the HDR coursework units.
6. To contribute to the development and delivery of other research training and professional development programs for HDR students and supervisors identified as being of priority by the Dean, Graduate Research.

SELECTION CRITERIA

Essential:

1. PhD in any discipline and registration and demonstrated successful experience as an HDR supervisor.
2. Demonstrated experience of curriculum development and review, preferably including demonstrating awareness and practice of pedagogy and learning at the graduate research level and/or as a component of research training
3. Proven ability to work effectively in contributing to teaching and course development with students and staff in different research disciplines, including capacity to identify generic vs. discipline specific knowledge and skills and how these can be developed through innovative interactive postgraduate pedagogies.

4. Demonstrated effective experience of teaching and assessment of student work at the postgraduate level in at least one area relevant to the graduate research program's units.
5. Effective communication skills, both written and verbal, with a demonstrated understanding of
6. and commitment to working with diverse stakeholders.
7. Proven ability to understand key stakeholder needs and address them effectively.
8. Innovative problem solving, organisational planning and organisational skills to deliver a quality, efficient approach to coordination.
9. Demonstrated commitment to applying quality assurance and continuous improvement practices to all aspects of the role.
10. Demonstrated understanding and commitment to equal employment opportunity and student equity, principles and practices with a proven ability to integrate and implement these and other relevant and applicable policies, procedures and legislation in the day to day performance of the functions of this position.

Desirable:

1. Previous experience of academic leadership and success in graduate research project/s and/or HDR coursework units coordination.

Pre-Employment Requirement:

- Provision of evidence of a valid Working with Children Check
- Evidence of eligibility to work in Australia including evidence that any required immigration visas have been obtained
- All VU Employees must provide responses to the University's Gender Base Violence Pre-screening Questionnaire

P&C Use Only:

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ORGANISATIONAL CHART

