

PRINCIPAL LECTURER

WESTERN AUSTRALIAN TAFE LECTURERS' GENERAL AGREEMENT 2023 ROLE DESCRIPTION AND DUTY STATEMENT FOR LECTURERS

The lecturer's primary role is to teach, facilitate learning, assess and mentor students in accordance with relevant curriculum and/or training package requirements. Lecturers also undertake Professional Activities and Activities Related to Delivery.

In order to maintain quality educational services, lecturers are required to keep abreast of technological and other developments in their field through professional development to provide up-to-date information and advice to the College and industry, where appropriate.

The role of a Lecturer requires the performance of a range of lecturing, professional activities and activities relating to delivery, including but not limited to:

Lecturing Duties (LD)	Professional Activities	Activities Related to Delivery (ARD)
<p>Lecturing duties involve:</p> <ul style="list-style-type: none"> • The delivery of quality education and training. • Engaging students in the learning processes. • Workplace training and workplace assessment. • Recognition of Prior Learning. <p>Lecturing may involve using a variety of:</p> <ul style="list-style-type: none"> • Learning environments, including but not limited to: <ul style="list-style-type: none"> ○ Classrooms, ○ Workshops, ○ Industry, ○ In the field • Delivery strategies and methodologies. • Appropriate delivery methods. 	<ul style="list-style-type: none"> • Program advice to students and potential students. • Specialist assistance to facilitate students' learning. • Administration of students and resources. • Recognition of Prior Learning (RPL) - Administrative work. • Development and maintenance of educational/training programs and learning resources. • Implementation of new technologies and techniques. • Identification of industry/community requirements in relation to delivery of programs. • Participation in the conduct of training needs analysis and skills audits. • Identification of professional development needs. • Identification of resource needs. • Membership of committees and networking within the College and industry. • Undertake professional development, including return to industry. • Or as otherwise agreed. 	<ul style="list-style-type: none"> • Activities Relating to Delivery (ARD) are those duties that assist in the delivery of quality education and training within the lecturer's own teaching program. <p>ARD involves:</p> <ul style="list-style-type: none"> • Planning • Preparation • Marking • Making professional decisions associated with the delivery and assessment of modules within the lecturer's own teaching program. • Other activities related to the delivery of training.



Role

During the performance of their normal lecturing role, a P/L would focus upon leadership and qualitative improvement in educational processes and programs. A P/L would be expected to have outstanding skills and qualities in education delivery with a focus on quality teaching and learning.

The P/L is a teaching position and is expected to provide college or system wide educational leadership in his/her area of expertise. The P/L has industrial leadership responsibilities, which relate directly to the education process, including curriculum, teaching initiatives and industry liaison.

Duties

During the performance of their normal lecturing duties, a P/L would provide highly developed educational leadership with a quality teaching and learning focus which includes:

- Classroom practice;
- Curriculum development;
- Alternative learning strategies;
- Promotion of programs including provision of vocational education and course advice to students, industry and the community;
- Development/performance of skills analysis for industry;
- Induction, mentoring and training of lecturers.

Essential Selection Criteria

1. At least five years of teaching experience.
2. Able to demonstrate educational leadership in the development & implementation of curriculum across program areas.
3. Demonstrated significant educational leadership in professional practice in the following areas:
 - Teaching methodology;
 - Student assessment;
 - Program evaluation;
 - Educational innovation.
4. Demonstrated leadership within the defined area of expertise in relation to:
 - Maintaining close liaison with industry, professional and other appropriate groups;
 - Promulgating advice and information in current trends in the area;
 - Representing the area on college state and interstate committees and working groups.
5. Demonstrated outstanding performance.
6. Understanding of equal opportunity policies and development of appropriate strategies to incorporate these principles into the learning environment.
7. Other essential or desirable criteria as agreed between the parties.

Desirable Selection Criteria

1. Nil.



Minimum Qualifications

1. Higher Teaching qualification (Bachelor's Degree, Graduate Dip, Masters).
2. Vocational qualification.
3. Any required license or registration necessary to perform the position.

Qualifications:	As per MOU - Approved Qualifications for Appointment Policy - attachment
Licences / Registration:	WA Department of Education and Training Criminal Screening Clearance.
	Drivers Licence C class, as this position requires travel.
	Working with Children Check.