



Lecturer

Position Details

Position Number: Various

Classification: Grade 1—9

FTE: As per Advertisement

Award/Agreement: WA TAFE Lecturers' General Agreement 2021 (or as replaced)

Directorate: Training Services

Location: Various

Reporting Relationships

Responsible to

Training Manager
Level 7

This Position:

Lecturer

Positions under direct supervision:

Nil

Other officer reporting to this position:

Various

Our Purpose

Building our community today, for tomorrow

South Regional TAFE's strategic vision is focused on creating a learning experience to inspire success. To achieve this, we strive to provide responsive, sustainable and innovative training that celebrates the diversity of our community.

Our Values

Collaboration

We will listen, evolve and work together, helping and supporting each other for the collective goals of the college.

Integrity

We are committed to being honest, accountable, with high standards of ethical behaviour.

Inclusion

We work to strengthen a culture of care for our students and staff, by supporting every learning journey, whether for our students, colleagues or industry partners.

Innovation

We create exceptional learning environments by engaging with students, industry and staff and valuing their experience, knowledge and ideas.

Position Overview

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 (PA) and Activities Related to Delivery (ARD). 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.

Position Responsibilities

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)

- Lecturing duties involve:
 - ◇ The delivery of quality education and training.
 - ◇ Engaging students in the learning processes.
 - ◇ Workplace training and workplace assessment.
- Lecturing may involve using a variety of:
 - ◇ Learning environments, including but not limited to:
 - * Classrooms,
 - * Workshops,
 - * Industry,
 - * In the field
 - ◇ Delivery strategies and methodologies
 - ◇ Appropriate delivery methods

Professional Activities (PA)

- Program advice to students and potential students.
- Specialist assistance to facilitate students' learning.
- Administration of students and resources.
- Recognition of Prior Learning (RPL) assessment.
- 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 Institute and industry.
- Undertake professional development, including return to industry.
- Or as otherwise agreed.

Activities Related to Delivery (ARD)

Activities Relating to Delivery are those duties that assist in the delivery of quality education and training within the lecturer's own teaching program. ARD involves:

- 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.

Selection Criteria

Essential

1. Current technical knowledge and competencies in the industrial vocation or professional field relevant to this position.
2. At least 5 years of vocational or lecturing experience relevant to the industrial vocation or professional field relevant to this position.
3. Well developed written and verbal communication skills.
4. Well developed organisational skills, including the ability to work in a team environment.
5. Demonstrated ability to facilitate and encourage learning using several modes of delivery.
6. Demonstrated initiative and self-motivation.
7. Ability to demonstrate an understanding of Equal Opportunity principles and develop appropriate strategies to incorporate these into the learning environment.
8. Understanding of and experience using information technology (e.g. word processing, internet and spreadsheets).
9. Other essential or desirable criteria as agreed between the parties.

Minimum Qualifications

1. It is preferred that applicants already possess a Certificate IV in Training and Assessment (or higher recognised teaching qualification) or can demonstrate progression towards the Certificate IV in Training and Assessment. However, applicants without the above are still eligible to apply but must obtain the Certificate IV in Training and Assessment consistent with the provisions of Clause 86 Training and Lecturing Qualifications and Clause 31 Progression of the Agreement.
2. Relevant Tertiary/Industry/Trade Qualification and/or any required license or registration necessary to perform the position as determined by the College.

Special Conditions

Nationally Coordinated Criminal History Check (NCCHC):

All new staff being appointed to South Regional TAFE are required to provide a Nationally Coordinated Criminal History Check prior to commencing duty. All applications must be directed to the "Screening Unit" at the Department of Education and Training.

Working With Children Check (WWC):

All new staff appointed to South Regional TAFE in "child-related work" are required to provide a WWC Check prior to commencing duty.

Prescribed Legislation and Regulation

As an employee of the Western Australian public sector you have specific obligations to the community of Western Australia and your colleagues. In addition to the prescribed industrial agreement, your employment is governed by the following:

- Western Australian TAFE Lecturers' General Agreement 2021
 - Public Sector Management Act (1994) and Regulations
 - WA Vocational Education and Training ACT1996
 - Western Australian Public Sector Code of Ethics
 - South Regional TAFE's Code of Conduct
 - Equal Opportunity Act (1984)
 - Work Health and Safety Act (2020)
 - Any other relevant legislation and South Regional TAFE policies and procedures
-

Certification

This document provides an accurate statement of the position's responsibilities and requirements.

Signature:

Executive Director Training Services

