

Position Title	Senior Lecturer
Award Level:	Level C
Department:	Academic Operations
Reports to	Program Manager
Responsible for (management only)	N/A
Location(s)	As stated in Employment Contract

The Senior Lecturer (Level C) is responsible for high quality teaching and learning experience to students. The Senior Lecturer makes a significant contribution in scholarship and plays a significant role in scholarly activity. The Senior Lecturer makes significant contributions to the teaching effort of the faculty and plays a significant role in scholarship, professional activities and subject or program coordination. The Senior Lecturer (Level C) may be eligible to undertake subject lead responsibilities.

The Senior Lecturer takes an active role in developing other teachers, and inspiring students to be career ready.

Accountabilities

STUDENT CONSULTATION AND ENGAGEMENT
Provides academic leadership within the allocated subject(s) offering support to students in the subject area related to student outcomes and course delivery.
Acts as a key point of contact between students and faculty concerning allocated subjects (eligible for subject lead responsibilities).
Independently performs to a high standard whether teaching in face to face, online or in hybrid delivery modes and across campuses.
Arranges for guest lecturers and field visits as an embedded part of student learning.
Teaches at undergraduate or postgraduate level.
Provides significant academic leadership and associated administration ensuring consistently high-quality standards and outcomes are achieved for undergraduate and postgraduate students
Ensures excellence in student experience and encourages active participation and engagement in learning and teaching in undergraduate and/or postgraduate degrees.

Engages in innovative learning and teaching practices
ACADEMIC QUALITY ASSURANCE
Implements updates of learning resources and study material on the LMS under consultation with the Program Manager who will facilitate any governance approval that may be required.
Ensures all required levels of assessment moderation are carried out in line with relevant policy and procedure.
Undertakes subject development or supports course review, design, and renewal.
Participates in the ongoing evaluation and development of courses each study period for the purpose of curriculum renewal and accreditation. Comprehensive course and subject reviews will be carried out periodically.
Supports, ensures, and maintains compliance at program level with relevant legislation and institutional policies and procedures, including diversity, equity, and health & safety.
ACADEMIC ADMINISTRATION
Leads and coordinates other academic teachers in academic administration within the allocation of a subject.
Coordinates institution wide projects to improve and advance academic administration or practices that impact several subjects and/or courses
ACADEMIC AND PROFESSIONAL SCHOLARSHIP
Independently maintains a scholarship profile with an output of one peer-reviewed publication per year or three other scholarly outputs and records scholarly activities in SOAR.
Reports on independent contributions to the profession / industry sector in SOAR.
Evidence of an impactful scholarship profile that complements the Faculty and Institution and is nationally or internationally recognised
Promotes and enhances student learning experiences through engagement with industry and broader community to develop work-integrated learning opportunities and support employability initiatives.
ICMS CULTURE
Leads both faculty and students to create a constructive culture to develop and maintain positive, respectful relationships.

Responsibilities

1.	Comply with safety instructions in the work environment and be familiar with occupational health and safety procedures.
2.	Taking reasonable care for your own health and safety as well as that of other people who may be affected by your conduct in the workplace.
3.	Co-operating with activities relating to compliance with occupational health and safety legislation.
4.	All staff members are required to comply with the Institution's policies and procedures including Staff Code of Conduct and Diversity and Equity Policy.
5.	Understand and comply with relevant legislation such as the HESF 2021, ESOS Act 2000, National Code 2018 and HES Act 2003.

Key Internal Relationships

Main Contact	Frequency	Purpose
Subject Leads	When required	Subject operations, moderation, and oversight
Course Coordinators	When required	Academic oversight and quality management
Program Managers	When required	Academic oversight and quality management
Deans	When required	Academic operations and quality management
Student Success Centre Manager	When required	Student referrals
ICMS staff and students	Daily	As required

Key External Relationships

Main Contact	Frequency	Purpose
Industry partners/connections	Ad hoc	Work Integrated learning networking, guest lecturers
Academics in similar field	Ad hoc	Benchmarking, peer review

Knowledge, Skills, Experience and Qualifications

	Essential for level C
Appropriate AQF+1 qualifications in a relevant discipline	x
Proven record of accomplishment of ability to teach a diverse range of students	x
Industry experience and engagement with the professions	x
Membership of or participation in a relevant professional association	x
Sound interpersonal and communications skills	x
Experience working in a team-based environment	x
An understanding of ICMS vision and how it can be implemented into learning and teaching	x
Holds a PhD qualification or equivalent	x
Record of accomplishment or ability to lead one or more subjects	x
High-level experience and competence in leadership, teaching, scholarship, and administration	x
A key contributor to the Institutional culture and community.	x
Ability to implement institutional vision into teaching activities	x
Promotes a student-centred culture and establishes respectful relationships in work and study	x
Develop meaningful and impactful partnerships with the broader community, by actively engaging and collaborating with external stakeholders.	x
Promote the performance and reputation of the Institution through engaged scholarship	x