

POSITION DESCRIPTION

Position Title	Lecturer in Occupational Therapy (Professional Placement Coordinator)		
Organisational Unit	Faculty of Health Sciences		
Functional Unit	National School of Allied Health		
Nominated Supervisor	Assistant Deputy Head, School of Allied Health Canberra		
Career Pathway	Teaching Focussed		
Classification	Academic Level B		
CDF Level	CDF1	Position Number	10612212
Attendance Type	Part Time	Date reviewed	15-MAY-2024

ABOUT AUSTRALIAN CATHOLIC UNIVERSITY

Mission Statement: *Within the Catholic intellectual tradition and acting in Truth and Love, Australian Catholic University is committed to the pursuit of knowledge, the dignity of the human person and the common good.*

At ACU we pride ourselves on offering a welcoming environment for everyone. At the same time, we are a university committed to standing for something clear. We stand up for people in need and causes that matter. ACU's Mission is central to the University and informs every area – integrating the dignity of the human person, the common good, and ethical and social justice considerations into our core activities of student learning and teaching, research and service.

We are a publicly funded university which has grown rapidly over the past few years. We're young, but we are making our mark: ranking among the top universities worldwide. We have seven campuses around Australia, more than 200 partner universities on six continents, and a campus in Rome, Italy.

We know that our people make us a university like no other. It's your values, action and passion that makes the difference. Whatever role you may play in our organisation: it's what you do that defines who we are.

We value staff, offering excellent leave and employment conditions, and foster work environments where they have the ability to grow and develop. We continue to invest in our facilities and workplaces, and actively involve staff in shaping the future direction of the organisation.

Each portfolio consists of several Faculties, Research Institutes or Directorates. The Vice President drives both the Identity and the Mission of the University. In addition, Campus Deans focus on the University's local presence and development of the University at the local 'campus' level. For further information about the University please refer to the Organisation Chart.

All our staff contribute to the achievement of our goals set out in ACU's Vision 2033 and aim to provide high quality services with a strong focus on service excellence. Several frameworks and standards also express the University's expectations of conduct, capability, participation and contribution of staff.

ABOUT THE FACULTY OF HEALTH SCIENCES

The Faculty of Health Sciences comprises three schools:

- Allied Health
- Behavioural and Health Sciences
- Nursing, Midwifery and Paramedicine

There are currently approximately 14,000 students (EFTSL) and 530 (FTE) staff in the faculty under the disciplines: occupational therapy, speech pathology, social work, exercise science, exercise physiology, nutrition science, biomedical science, nursing, midwifery, paramedicine, physiotherapy, psychology and public health. The Faculty is represented across seven ACU campuses.

The Faculty's current research priorities focus on Cardiovascular Disease and Metabolism, Health Services Research, Nutrition, Sports Performance and Rehabilitation, Psychology and Mental Health.

An expanding portfolio of postgraduate courses is also available in coursework and research. Many postgraduate courses within the Faculty have been developed in conjunction with industries in order to meet specific needs of the professions and industry. Some postgraduate units are offered in flexible learning mode by online study. All students have professional and clinical experience that is supervised by specially qualified practitioners. Catholic hospitals and other public, private and specialty organisations, as well as schools and the health and sports industry, are involved with preparing for promoting and offering this valued and essential experience.

The goals of the Faculty are closely linked to and emanate from the Mission of the University. The areas of achievement by the Faculty include the key areas of teaching and learning, research and scholarship, community engagement in addition to specific objectives regarding internationalisation, quality and resource management. It has well-established procedures for evaluating performance and ensuring quality which involve students and representatives of the various statutory registration authorities and professional organisations, as well as recent graduates and employers.

Further information about the Faculty can be found at:

<https://www.acu.edu.au/about-acu/faculties-directorates-and-staff/faculty-of-health-sciences>

ABOUT THE NATIONAL SCHOOL OF ALLIED HEALTH

The National School of Allied Health is located on six of the University's campuses: Brisbane, Strathfield, North Sydney, Canberra, Melbourne and Ballarat and is responsible for delivery of programs in four professional disciplines:

- Occupational Therapy
- Speech Pathology
- Physiotherapy
- Social Work / Human Services

Further information about the School can be found at:

<https://www.acu.edu.au/about-acu/faculties-directorates-and-staff/faculty-of-health-sciences/school-of-allied-health>

POSITION PURPOSE

The Lecturer in Occupational Therapy (Professional Placement Coordinator) role provides leadership and local oversight to the development, implementation and continuous quality improvement of the professional practice education curricular within the Occupational Therapy undergraduate degree on the Canberra Campus.

The Lecturer in Occupational Therapy is expected to make significant contributions to the development and implementation of the Bachelor of Occupational Therapy at Australian Catholic University by providing technical, clinical, teaching and research. The Lecturer in Occupational Therapy will consult with the Assistant Deputy Head of School, Head of Discipline and Course Coordinators of Occupational Therapy and other staff as required ensuring that the implementation of the Occupational Therapy course is comprehensively managed. The Lecturer will make an important contribution to the establishment of the Bachelor of Occupational Therapy at the Canberra campus.

KEY RESPONSIBILITIES

Introduction

A number of frameworks and standards express the University's expectations of the conduct, capability, participation and contribution of staff. These are listed below:

- [ACU's Vision 2033](#)
- [Catholic Identity and Mission](#)
- Learning For Life Framework 2014-2017
- [ACU Teaching Criteria and Standards Framework](#)
- Research Quality Standards
- [Academic Performance Matrices and Evidence Framework](#)
- [ACU Capability Development Framework](#)
- Minimum Standards for Academic Levels (MSALs)
- [Higher Education Standards Framework](#)
- ACU Service Delivery Model
- ACU Staff Enterprise Agreement including provisions in relation to Performance Excellence and Academic Career Pathways.
- [ACU Staff Reconciliation Action Plan](#)

The following two frameworks in particular are important in understanding the expectations of an academic position and the required qualifications and capability of a position holder:

- The [Academic Performance Matrices and Evidence Framework](#) which describes the performance standards in areas of academic activity.
- The [Capability Development Framework](#) which describes the core competencies needed in all ACU staff to achieve the University's strategy and supports its mission.

All academic staff are allocated workload comprising a range of academic duties/activities that fall within the following three broad areas of academic activity in line with the relevant Academic Career Pathway and Academic Level.

- Teaching
- Curriculum Development and Scholarship of Teaching
- Research
- Academic Leadership/Service

Responsibility	Broad Area of Academic Activity
Develop and coordinate campus specific professional practice units within the discipline curriculum. Lead the implementation of processes which support student learning, professional development and clinical competence. Plan, deliver and evaluate undergraduate unit content as appropriate. Teach at undergraduate level as appropriate. Assess students enrolled in the undergraduate occupational therapy course.	Teaching/curriculum development/scholarship of teaching
Participate in School, Faculty and University committees and related activities as appropriate.	Teaching/curriculum development/scholarship of teaching
Be actively involved in professional proceedings within the Faculty and the University.	Teaching/curriculum development/scholarship of teaching
Commit to professional activities outside the University and build effective partnerships with external organisations and communities.	Teaching/curriculum development/scholarship of teaching
Engage and build positive connections and purposeful relationships with Aboriginal and Torres Strait Islander communities (including families, community, service providers and government depts) to support and facilitate their relationship with the occupational therapy program at ACU.	Academic Leadership and Service
Maintain professional competency and National registration.	Teaching/curriculum development/scholarship of teaching
Sustained contribution to academic administration, quality improvement, risk management and/or governance which benefit the University.	Academic Leadership and Service
Effective coordination of one or more units of study within the Bachelor of Occupational Therapy program.	Academic Leadership and Service

SELECTION CRITERIA

Qualifications, skills, knowledge and experience:	<ul style="list-style-type: none"> • Qualification - A higher degree (e.g. Masters or PhD, or equivalent) in occupational therapy or related discipline and eligibility for, and commitment to maintain, professional registration with the Australian Health Practitioner Regulation Agency and Occupational Therapy Australia Ltd. • Knowledge - Advanced knowledge and/or practice demonstrated in significant clinical experience, teaching experience and/or a higher degree (e.g., Masters or PhD or equivalent). • Experience - Demonstrated ability to implement effective teaching, assessment and learning experiences at the higher education level.
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	<ul style="list-style-type: none"> • Knowledge - Demonstrated understanding of the nexus between teaching and research in approaches to teaching and learning, and to research and scholarship. • Experience - Demonstrated capacity to contribute to academic and research administration at the School, University, and/or professional levels in areas of teaching, research and quality improvement. • Skill - Ability to identify and establish effective, sustainable professional practice education partnerships and analyse financial and industry information to inform planning decisions. • Skill - Demonstrated ability to provide strategic leadership to a clinical practice team. • Skill - Well-developed interpersonal skills, written and verbal communication skills, and the ability to positively influence internal and external stakeholders. This includes developing and maintaining communication with Aboriginal communities, staff, other mainstream agencies, and government departments, Aboriginal Controlled Corporations, and services.
Core Competencies:	<ul style="list-style-type: none"> • Demonstrate confidence and courage in achieving ACU's Mission, Vision and Values by connecting the purpose of one's work to ACU's Mission, Vision and Values. • Keep stakeholder interest at the core of ACU business decisions and ACU service excellence as a top priority. • Work collaboratively internally and externally to ACU to capitalise on all available expertise in pursuit of excellence. • Communicate with purpose. Gain the support of others for actions that benefit ACU. Negotiate for mutually beneficial outcomes that are aligned with the Mission, Vision and Values of the University. • Take personal accountability for achieving the highest quality outcomes through understanding the ACU context, self-reflection, and aspiring to and striving for excellence.
Essential Attributes:	<p>Demonstrated commitment to cultural diversity and ethical practice principles and demonstrated knowledge of equal employment opportunity and workplace health and safety, appropriate to the level of the appointment.</p>
Working with children and vulnerable adults check	<p>Evidence of the ability to work with children and/or vulnerable adults, and contribute to and protect their safety and wellbeing. The successful applicant of this position will be required to hold a valid working with children clearance for the State or Territory in which the position is located.</p>

REPORTING RELATIONSHIPS

For further information about the structure of the University, refer to the Organisation Chart
<https://www.acu.edu.au/about-acu/leadership-and-governance/leadership/organisational-structure>

