

Position Description

Position Title: Lecturer, Communication Design
Position Number: TBC
Classification: Level B
Organizational Unit: School of Design and Architecture
Department: Communication Design

Position Purpose

The Lecturer, Communication Design will prepare and deliver lectures, tutorials and workshops and to assess students in the relevant discipline both on campus and online. The appointee will also mentor and counsel students on academic matters.

A contribution to the School's research output, income and impact is required. The appointee will assume administrative tasks associated with normal teaching duties and will also contribute to School management and administration generally.

The Lecturer, Communication Design position will be within the Department of Communication Design. The Department offers a range of undergraduate and postgraduate courses and also delivers high-quality personalised education and fosters a strong research culture that includes international collaboration, competitive grants and high-quality publications.

Location

This position is currently located at the Hawthorn campus, but the appointee may be required to undertake duties at any of the University's campuses. Thus, the appointee must be willing to travel between campuses and work at a range of locations. Subject to suitability, this position may be eligible for flexible working options such as working from home arrangements.

Reporting Line

Reports to: Department Chair, Communication Design

Direct reports: None

Key Responsibility Areas	
Teaching	This position is expected to contribute to teaching at both undergraduate and postgraduate levels in the relevant discipline. This includes the following: · Prepare and conduct classes in specified teaching areas in a variety of modes including face to face, blended and online. · Deliver innovative, engaging and industry relevant curriculum in specified teaching areas. · Diligently set and assess authentic assessment tasks. · Ensure the delivery of high-quality teaching. · Be attentive to and provide internationalisation opportunities in curriculum and pedagogy development. · Facilitate professional learning for the School's students. · Engage in professional development.
Academic Leadership	This position is expected to develop and support the academic programs and work with the academic team in the development of program change and innovation. Other duties will include the following: · Contribute to academic program development, unit development and the management activities of the department and the School including assurance of learning and quality equivalent assessments. · Actively contribute to the School's industry-engaged learning programs.
Research	This position is expected to contribute to the research culture, activities and output of the School, both individually and as part of teams. This may include the following: · Research publications in quality refereed journals. · Research that is impactful and contributes to the discipline and practice. · Actively identify and promote collaborative research opportunities and contribute to the development of initiatives designed to enhance such links, including participating in the development of industry and competitive research grants. · Supervise masters by research and PhD students.
Student Mentoring	· Counsel students on academic matters. · Mentor students in industry-engaged learning placements. · Consult with students on careers and industry.
Administration	· Undertake the unit coordination process. · Attend appropriate meetings and committees at the department and School level.

	• Contribute to the effective administration of units of study within the discipline and across the School. • Work cooperatively with professional staff to enhance the student experience. • Be an active member of committees as required for the smooth running of the department and School.	
Swinburne Values	Commitment to the Swinburne behaviours: • One Swinburne - We work together, bringing our unique skills to achieve our common purpose and strategy. • Future – Focused - We commit to taking bold strides – 'moon shots' – and are constantly innovating, disrupting, renewing and changing to create tomorrow's technology and talent today. • Engaged - We strive to be the most industry-engaged university, to amplify our impact and support all students to be future-ready. • Empowered - We are trusted, and expected, to act and make decisions commensurate with our roles and skills, and to drive continuous improvement, to deliver our common goals. • Accountable - We are accountable for our contributions to Swinburne's success and sustainability, for the ways we work together, and for the outcomes that we deliver for students, partners and society.	
Other	• Undertake Division-wide and/or university-wide responsibilities as required.	
Key Selection Criteria		Essential/ preferable
Qualifications	• An earned doctoral qualification in the relevant discipline or a related field.	Essential
	• A teaching qualification.	Preferable
	• Membership of an appropriate professional body.	Preferable
Experience/ Knowledge/Attributes	• Demonstrated experience in tertiary teaching.	Essential
	• Demonstrated ability to undertake teaching, associated administrative duties, coordination and curriculum development at both the undergraduate and postgraduate levels. In particular, demonstrated ability to teach in the relevant discipline.	Essential
	• Demonstrated commitment to leading best practice education, including blended learning formats, online teaching and the use of case studies, role-plays and/or simulations in the learning environment.	Essential
	• Demonstrated commitment to research in the university context, a capacity in the use of a variety of research	Essential

	methods and a track record of publishing in discipline relevant quality academic journals.	
	· High level of oral and written communication skills in dealing with students, university staff and contacts in the outside business environment.	Essential
	· Demonstrated ability to work productively and cooperatively with others in a team environment and an ability to manage the teaching team.	Essential
	· Demonstrated ability, or potential, to attract research funding from sources external to the university or to contribute to funded research projects.	Preferable
	· Demonstrated industry or consulting experience including established links with relevant industries and organisations.	Preferable
Other	· A valid working with children's check card (or ability to obtain prior to or upon commencement).	Essential