

Position Description



Position title	Lecturer
Department/School	Learning Development and Professional Practice
Faculty/Division	Education and Social Work
Reports to (Title)	Director, Tai Tokerau Campus
Direct reports	None
Children's Worker (Vulnerable Children Act 2014)	Not applicable

The University of Auckland as an employer

An inspiring place where, every day, exceptional people directly contribute to shaping lives and society.

DIFFERENTIATORS

What we have:

Reputation, prestige and global reach. Stimulating environment. Size and complexity of opportunities and challenge. Cutting edge resources. Financial strength and stability.

What we offer:

Scale and breadth; of roles, challenges and personal and professional opportunities to thrive. Flexibility (i.e. hours, parental support). Diversity of cultures. Lattice development and self directed continual learning.

How we do it:

Empower, support and reward individual excellence and performance within a framework of collaboration and a shared common purpose.

Who we are:

Intelligent, interesting and passionate people, who care deeply about contributing ideas and critical thinking. Inclusive and equitable employer.

Why we do it:

Supporting students to grow into confident citizens. Pride in contributing (individually and collectively) to world-class teaching and research, social contribution and advancement of knowledge. Developing leaders for tomorrow.

PILLARS

Personal growth and collaboration.

Enabled to be myself, achieve personal growth and fulfillment, and **connect** with high calibre, intelligent people who are leading in their field.

An **inspiring environment** that challenges you to excel at the highest level and **values innovation and achievement**.

An organisation where we inspire each other to **contribute** to advancing **learning, research and social outcomes**.

VALUES

Excellence

Respect

Service

ABOUT THE FACULTY or DIVISION

As the internationally highest-ranked Education faculty in New Zealand, our key strategic goals are to expand research capacity and postgraduate research in an environment that fosters and supports strong, inclusive and inspiring graduate and undergraduate teaching. We are fully committed through our work and our relationships to Māori intellectual and cultural advancement, to the advancement of Pasifika interests, and to the achievement of equity objectives in education and social services.

The Faculty provides for the education of teachers, sport, health and physical education professionals, social and human services workers and counsellors, and supports the advancement of education in centres, schools and social services agencies as well as in other professional and community settings. Through the PhD, EdD, BA and MA programmes the Faculty also offers study in the disciplines of education – educational psychology, sociology, philosophy and history – and in Māori and Pasifika education.

The Faculty offers research-informed undergraduate programmes in education, teacher education, social work and human services, including specialist qualifications in the areas of te reo Māori primary teaching and Pasifika early childhood education.

MAIN PURPOSE OF THE POSITION

To undertake research, research-informed teaching and thesis supervision, and related professional duties, in in education and/or teacher education at the Tai Tokerau Campus.

WHAT YOU ARE EXPECTED TO DELIVER

Research	<ul style="list-style-type: none">• Undertake research, advance scholarship, and actively publish in areas related to education• Seek out opportunities for expanding externally funded research, bid for externally funded research contracts and deliver on successful bids.
Teaching	<ul style="list-style-type: none">• Deliver high-quality, research-informed teaching in education and teacher education courses.• Use pedagogical practices that are informed by an in-depth understanding of research on teaching, and on teaching and learning in higher education.• Design and teach courses that are theoretically sound and research-informed, and effectively integrate research, theory and practice to address authentic challenges of practice, and are appropriate to the needs of students.• Undertake assessment and evaluation of student learning using appropriate and effective assessment methods and principles to enhance quality learning.• Actively engage with Māori and other relevant practice communities to enhance quality learning in the practice environment.• Provide high-quality research-informed postgraduate research supervision.
Service	<ul style="list-style-type: none">• Undertake responsibilities in line with the Programme Leader Tai Tokerau component in appendix A of this position description.• Participate as an effective team member by being actively involved in cross-School and cross-Faculty activities as relevant to research and teaching expertise and meetings to ensure the smooth running of the campus.• Undertake professional development in relevant discipline and curriculum areas in order to maintain awareness of current issues and contribute effectively to teacher education and the wider community.

KNOWLEDGE, SKILLS, EXPERIENCE AND CAPABILITIES

Qualification	<p>Essential:</p> <ul style="list-style-type: none">• Master of Education or a relevant academic discipline• New Zealand teacher registration <p>Preferred:</p> <ul style="list-style-type: none">• Doctorate in education or relevant field (or near completed)
Experience	<p>Essential:</p> <ul style="list-style-type: none">• Experience in teaching and curriculum development at tertiary level.• Experience of developing educational materials• Experience in working effectively with Māori and other relevant practice communities.• Previous experience teaching in New Zealand primary and/or secondary schools and/or early childhood settings• Evidence of a developing research platform and related quality-assured publishing commensurate with the level of appointment

	<ul style="list-style-type: none"> The potential to attract and supervise masters and doctoral students
	<p>Preferred:</p> <ul style="list-style-type: none"> Experience with and knowledge of The New Zealand Curriculum Experience working within a Kaupapa Māori focused approach to education Experience of working effectively in teaching undergraduate and/or postgraduate courses. Proficiency in Te Reo
Skills and Knowledge	<ul style="list-style-type: none"> Essential: <ul style="list-style-type: none"> Strong networks in the education sector in Tai Tokerau Understanding of the latest developments in New Zealand curriculum and pedagogy Understanding of tikanga Māori
Leadership Capabilities	Essential Refer to the Leadership Framework (at the back of this document).
<p>The five leadership dimensions and associated capabilities (5D Leadership) reflect and encourage a culture of distributed leadership for all staff. The Leadership Framework is an important part of how we attract, select, develop and enable staff achievement.</p>	

KEY RELATIONSHIPS	
<p>Internal:</p> <ul style="list-style-type: none"> Campus Director Associate Deans Heads of School Associate Dean and Head of ITE Programme Leaders/Course Directors Professional Staff (Tai Tokerau and Epsom Campus) 	<p>External:</p> <ul style="list-style-type: none"> School Principals and other stakeholders in the Tai Tokerau community Professional supervisors and Associate Teachers in Tai Tokerau

DELEGATED AUTHORITY
<p>Human Resources</p> <p>No formal responsibility for staff.</p>

HEALTH AND SAFETY

All staff have a responsibility for their own health and safety, and that of others who may be affected by their work and their acts or omissions.

Staff will:

- Ask for assistance if they are unsure what to do
- Make themselves aware of and follow the contents of the University's Health and Safety Policy, standards and guidelines
- Undertake all health and safety training and induction, as required
- Report any unsafe or unhealthy working conditions or any faults in equipment to the Academic Heads or Directors of Service (or their delegated nominee)
- Ensure that all appropriate personal protective equipment is worn or used as required
- Familiarise themselves with and adhere to local emergency procedures and how to provide appropriate assistance to others

FINANCIAL RESPONSIBILITY

Budget Expenditure

No authority to commit to expenditure.

Purchase Orders

No authority to approve or issue purchase orders.

Purchase Card (P-Card)

No authority to use a Purchase Card (P-Card)

Correspondence

No authority to sign external correspondence

TABLE ONE: 5D LEADERSHIP CAPABILITIES

These capabilities are for Professional Staff (except Senior Leaders) and Academic Staff: Lecturer, Research Fellow, Senior Research Fellow, Professional Teaching Fellow and Senior Tutor

Dimension	Capabilities
 <p>Exhibiting Personal Leadership Rangatiratanga</p> <p>Role modelling leadership behaviours to engage others and support the University's values and aspirations.</p>	<p>Personal Attributes: Displays integrity, professionalism, adaptability and courage, accurately perceiving and interpreting own and others' emotions and behaviours in the context of the situation to effectively manage own responses, reactions and relationships.</p> <p>Interpersonal Effectiveness: Communicates with clarity, using constructive interpersonal behaviours and interactions to influence others, resolves conflict and inspires cooperation and achievement.</p>
 <p>Setting Direction Mana Tohu</p> <p>Establishing and committing to plans and activities that will deliver the University's strategy.</p>	<p>University Awareness: Displays an understanding of the international and commercial context in which the University operates and how the University works to successfully achieve results.</p> <p>Planning & Organising: Establishes courses of action for self/and others to ensure that work is completed efficiently, while building/contributing to a successful work/project/research team.</p> <p>Stakeholder Service: Ensures that the service provided to stakeholders is a driving force behind decisions and activities; crafts and/or implements service practices that meet the needs of stakeholders (including students and staff) and the University, including a safe and healthy environment.</p>
 <p>Innovating and Engaging Whakamatāra</p> <p>Identifying, creating and responding to relationships and opportunities to improve and progress the University.</p>	<p>Relationship Building: Establishes and maintains effective working relationships with stakeholders inside and outside the University, using an appropriate interpersonal style to advance the University's objectives.</p> <p>Facilitating Change & Innovation: Facilitates and supports University changes needed to adapt to changing external/market demands, technology, and internal initiatives; initiates new approaches to improve results by transforming University/community culture, systems, or programmes/services.</p>
 <p>Enabling People Hāpai</p> <p>Developing self, others and teams so they can realise the University's strategy and values.</p>	<p>Scholarship / Professional Development: Engages in discovering, integrating, applying and disseminating the knowledge and professional skills necessary to be successful in current and future roles; promotes collegiality and actively pursues development experiences to improve personal impact and that of the University.</p> <p>Valuing Equity: Works effectively to support the University's commitment to Māori, Te Tiriti o Waitangi and equity, and values the capabilities and insights of individuals (both inside & outside the organisation) with diverse backgrounds, styles, abilities, and motivation.</p> <p>Coaching and Developing Others: Provides feedback, instruction, and development guidance to help others (individuals and teams) excel in their current or future responsibilities; plans and supports the development of individual/team skills and abilities.</p> <p style="text-align: center;">OR</p> <p>Leading Teams: Uses appropriate methods and interpersonal styles to develop, coach, motivate, and guide the work/project/research team to attain successful outcomes and objectives.</p>
 <p>Achieving Results Whai hua</p> <p>Accepting accountability for making decisions and taking action to deliver the University's strategy and deliver excellent results.</p>	<p>Decision Making: Identifies and understands issues, problems, and opportunities; compares data from different sources to draw conclusions and uses effective approaches for choosing a course of action or developing appropriate solutions; takes action that is consistent with available facts, constraints, and probable consequences.</p> <p>Delivering Results: Sets high objectives for personal/group accomplishment; uses measurement methods to monitor progress toward goals; tenaciously works to meet or exceed goals managing resources responsibly; seeks continuous improvements.</p>

Appendix A

Campus Programme Leader - Tai Tokerau

Main Purpose	<ul style="list-style-type: none"> Champion and nurture the programme at Tai Tokerau Campus to ensure that it performs at a high level within the Faculty; is aligned to the Faculty and University's strategic objectives, meets the University's expectations for quality assurance, and is aligned with the needs of students, employers and other stakeholders.
Programme Management	<ul style="list-style-type: none"> Work with the Campus Director, and other programme leaders to ensure overall programme coherence, across regulations, the student learning experience, modes of delivery and graduate outcomes. Responsible for overall student welfare and support at Tai Tokerau. Maintain relationships with key programme stakeholders, including with schools and community organisations, professional bodies and employers of graduates: use these interactions to promote the benefits of the programme and to gain insights to continually improve the relevance of the programme. Oversee the practicum experience for all students, including forming and maintaining relationships with school principals, teachers and external professional supervisors. Identify particular performance barriers for the programme at Tai Tokerau Campus, work with Campus Director to identify required actions and oversee implementation of these. Oversee the day-to-day well-being and care of staff so they can deliver the programme successfully Sponsor promotional and recruitment plans for the programme, including participation in interviews for prospective students.
Student Outcomes	<ul style="list-style-type: none"> Oversee pastoral care of students to ensure equitable opportunities and outcomes for all students. Through direct interaction with students and through monitoring student "voice", develop a deep understanding of the student experience in the programme and respond as appropriate.
Event Coordination	<ul style="list-style-type: none"> Act as the primary sponsor of all campus events including Orientation, Experience Day, Information Evenings, Graduation, UTAS Workshop, FYE Mentors' Training
Evaluation and Review	<ul style="list-style-type: none"> Monitor and report to Campus Director on programme and student outcomes, including student academic performance and programme experience, retention and completion rates and graduate profile. Separately consider these measures for Māori, Pacific, and other student equity groups, in particular, through the TCEF programme.