



POSITION DESCRIPTION

TITLE OF POSITION: Lecturer/Senior Lecturer	SERVICE AREA: School of Public Health and Psychosocial Studies
REPORTS TO: Head of Department of Community Health Development	DATE: September 2011
TENURE: Permanent	PROPORTION: 1.0 FTE

PURPOSE:

The appointee will join the Department of Community Health and will be expected to make significant contributions to its academic programme development, emerging research capacity and linkages with relevant community health agencies. The department offers a Master of Public Health, an undergraduate Bachelor of Health Science (Health Promotion), and Graduate Diploma in Addictions. There are opportunities for contribution across a range of teaching and research areas, particularly but not exclusively in social and applied epidemiology and environmental health, skills in quantitative approaches and research methods is essential.

CLIENT BENEFIT STATEMENT:

In addition to teaching and postgraduate research supervision the appointee will be expected to conduct research in their own area and to work with other researchers active within the School of Public Health and Psychosocial Studies, and the wider university.

RELATIONSHIPS AND LINKAGES - EXTERNAL:

- Public health academics; national and international
- Health Research Council and other relevant research funding agencies
- District Health Boards and Primary Health Organisations
- Non-governmental community health development and related organisations
- Maori, Pasifika and Migrant/Refugee community health and development organisations
- New Zealand Public Health Association
- Health Promotion Forum of New Zealand

RELATIONSHIPS AND LINKAGES - INTERNAL:

- Dean and Associate Deans
- Head of School
- Head of Department of Community Health Development

- Postgraduate Public Health Programme Team
- School Manager
- Departmental Administrator
- Academic and Allied Staff Colleagues within the Faculty and School and across the University as appropriate

KEY ACCOUNTABILITIES:

- ⇒ Contribute to postgraduate and undergraduate teaching as appropriate
- ⇒ Research and scholarly activity
- ⇒ To oversee agency linkages
- ⇒ Participate in relevant conferences, seminars
- ⇒ Identify and develop personal and professional bicultural practices
- ⇒ Undertake administrative duties associated with coordination of papers
- ⇒ Develop self for current and future employment
- ⇒ Contribute to the function of a high-performing team
- ⇒ Ensure a healthy and safe work environment

KEY TASKS AND EXPECTED RESULTS:

1. Contribute to postgraduate and undergraduate teaching as appropriate

- Teaching and learning experiences for students in the Department of Community Health Development
- Appropriate student learning resources are accessed and evaluated
- Learning outcomes are formulated
- Student assessment is planned and implemented
- Other lecturers are assisted with teaching when required
- Self teaching practice is evaluated
- Promote the development of academic teaching activities in association with the Head of Department of Community Health Development
- Participate in annual reviews of papers taught for the purpose of continual improvement
- Supervise postgraduate thesis and dissertation students

2. Research and scholarly activity

- Contribute to academic life of the department, school, faculty and beyond
- Initiate and contribute to research activities within the department, school, and wider university

3. To oversee agency linkages

- To facilitate constructive relationships with relevant community health agencies for teaching, research and project purposes
- To assist students to meet learning and research objectives whilst on placement

4. Participate in relevant conferences, seminars

- Maintain current awareness of knowledge and trends affecting relevant academic fields
- Make academic presentations at appropriate local, national, and international conferences/seminars

5. Identify and develop personal and professional bicultural practices

- Reflect on and obtain feedback from peers and students of Treaty and equity values, and make appropriate changes

6. Undertake administrative duties associated with coordination of papers

- Provide advice to students on enrolment
- Obtain and maintain full records on the progress of students
- Provide central records with results as required
- Coordinate contributions from other staff and guest lecturers as required

7. Develop self for current and future employment

- Knowledge and skills are developed and maintained for competent performance of current position
- An Individual Development Plan is agreed and implemented

8. Contribute to the function of a high-performing team

- Active contribution is made to activities associated with the enhancement of team performance and the achievement of departmental, team or organisational goals

9. Ensure a healthy and safe work environment

- Understand their health & safety responsibility according to health and safety legislation
- Understand emergency and evacuation procedures.
- Participate in annual health and safety audit of work.
- Identify and report hazards, consistent with AUT policy and procedures

This document covers the broad results expected from the position and will form the basis of specific objectives to be agreed and reviewed on a regular basis.

JOB COMPLEXITY:

The balance between teaching and research in this position will vary across individuals and across time. The guidelines for determining teaching workloads are described in the *Academic Staff Members' Collective Employment Agreement*. The specific workload band that is applied is negotiated individually with staff as part of the staff member's Individual Development Plan.

AUTHORITIES:

Staff

Coordination of papers may entail some supervision of tutors and guest lecturers

PERSON SPECIFICATION

FORMAL QUALIFICATIONS:

The successful applicant will have:

- Doctoral level qualification in public health, with a social epidemiology focus.

KNOWLEDGE:

The successful applicant will ideally have:

- Significant experience in public health research in the area of social epidemiology, which is essential, and environmental health is desirable.
- Significant skills in (applied) quantitative approaches and research methods is essential.
- Significant experience in research, project development and/or consultancy in public health/social epidemiology.
- Some experience in teaching is desirable.
- Some experience as a public health/social epidemiology professional is highly desirable.

SKILLS AND DEMONSTRATED COMPETENCIES:

- Good level of computing skills and enthusiasm for online learning
- Willingness to develop online learning programmes
- Able to initiate and manage change
- Able to contribute to the development of a multidisciplinary department and the goals of the School, and Faculty
- Commitment and ability to achieve long term goals
- Good quantitative skills

ATTRIBUTES:

- High energy levels
- Excellent interpersonal and communication skills
- Strong networking ability across organisational levels