



Position title:	Lecturer, Early Childhood
Institute/School/Centre/ Directorate/VCO:	Institute of Education, Arts and Community
Campus:	Berwick, Mt Helen or Churchill Campus. Travel between campuses may be required.
Classification:	Academic Level A6 or Academic Level B
Time fraction:	Full-time
Employment mode:	Fixed term employment
Reason for fixed term	Specific task or project
Probation period:	This appointment is offered subject to the successful completion of a probationary period.
Further information from:	Professor Jenene Burke, (Acting) Executive Dean Telephone: (03) 5327 9332 Email: js.burke@federation.edu.au
Recruitment number:	JR100174

Position summary

The Lecturer, Early Childhood will be expected to actively engage in teaching and student engagement related activities within the discipline of Initial Teacher Education. The Lecturer, Early Childhood will engage in the delivery of courses in the Early Childhood courses offered by Federation University.

Appropriate to a Level A appointment, the Lecturer, Early Childhood will be expected to:

- contribute to the development and delivery of Early Childhood courses at undergraduate levels;
- contribute to the institute’s research course by participating in research activities and developing or maintaining an active research profile; and
- contribute to the institute’s administrative functions.

Appropriate to a Level B appointment, the Lecturer, Early Childhood will be expected to:

- contribute to the development and delivery of Early Childhood units at undergraduate and graduate levels;
- contribute to the institute’s research course by participating in research activities and developing or maintaining an active research profile; and
- contribute to the institute’s administrative functions.

The Institute of Education, Arts and Community has received funding from the Department of Education to support the delivery of the Bachelor of Education (Early Childhood Education) (Hybrid) program across Mt Helen, Berwick, Gippsland campuses and in Wonthaggi, Bairnsdale and Wimmera regions until 22 June 2027. The program is designed to deliver high quality and work-ready early childhood teachers and educators through a cadetship approach which required applicants to be employed in an early childhood centre while studying. To ensure this course is supported across our campuses, funds have been allocated for a fulltime Level A or B Academic position to undertake teaching and mentoring, 0.5 Level C academic position to undertake course coordination with mentoring and teaching duties and a 0.5 Professional Staff to support the administrative load for reporting, budgeting, purchasing and invoicing.

Portfolio

The Institute of Education, Arts and Community at Federation University Australia offers qualifications from associate degree through to postgraduate levels in humanities and social sciences, community and human services, visual and performing arts, early childhood, primary, secondary and vocational education and training. Our programs operate from campuses at Mt Helen, Gippsland, Berwick, Camp St and Horsham in partnership with community education providers and schools across Victoria, interstate and internationally.

Our academic and professional staff in the Institute are deeply committed to excellence in teaching and learning and are committed to the highest level of excellence in research that has a reach nationally and internationally and also makes a difference to the communities we serve.

We are a vibrant learning community with outstanding lecturers and researchers. Our contemporary curriculum is typically delivered through 'blended' mode, combining high quality online learning with seminars, tutorials, workshops and studio practice.

We pride ourselves on the high-quality teaching we provide in a personalised learning environment. There are many opportunities for work placement, internships, major projects, professional experience, and excursions. As a result, our graduates enjoy among the best employment outcomes in Australia.

We are proud of our contribution to the University's 5 Star Award for Teaching.

Background

At Federation University, we are driven to make a real difference to the lives of every student, and to the communities we serve.

We are one of Australia's oldest universities, known today for our modern approach to teaching and learning. For 150 years, we have been reaching out to new communities, steadily building a generation of independent thinkers united in the knowledge that they are greater together.

Across our University and TAFE campuses in Ballarat, Berwick, Gippsland, and the Wimmera, we deliver world-class education and facilities. With the largest network of campuses across Victoria, we are uniquely positioned to provide pathways from vocational education and skills training at Federation TAFE through to higher education.

To be successful at Federation University you must be willing to enthusiastically embrace the University's ambition as expressed in the 2021–2025 University Strategic Plan and share the University's values of:

INCLUSION, we celebrate our diversity, particularly valuing Aboriginal and Torres Strait Islander cultural heritage, knowledge and perspectives.

INNOVATION, we are agile and responsive to emerging opportunities.

EXCELLENCE, we act with integrity and take responsibility for achieving high standards.

EMPOWERMENT, we create a supportive environment to take informed risks in pursuit of success.

COLLABORATION, we establish genuine partnerships built on shared goals.

Key responsibilities

Level A

1. Undertake teaching and assessment of undergraduate and postgraduate students within the area Early Childhood Education.
2. Develop, teach and moderate units in Early Childhood Education at undergraduate and graduate levels.
3. Undertake research activities.
4. Prepare and deliver lectures, tutorials, practical classes, and other learning sessions ensuring student-centred learning opportunities for students at undergraduate level.
5. Mark and assess units at undergraduate and graduate diploma level, in Early Childhood Education.
6. Implement blended models of delivery, using appropriate technologies to promote flexible, accessible, and student-centred learning environments.
7. Provide timely and appropriate consultation and feedback to students to encourage student engagement and retention.
8. Work collaboratively with colleagues to ensure effective and efficient unit coordination as required.
9. Participate in the development of undergraduate level unit curriculum and teaching materials.
10. Perform full unit coordination duties.
11. Participate in team projects and various committees as required.
12. Contribute to the administrative functions of the Institute.
13. Develop and maintain relationships with workplace learning partners.
14. Maintain currency within discipline and/or professional practice by actively engaging in scholarly activities and industry/community engagement.
15. Perform Field Education liaison visits as required
16. Utilise transition pedagogy and student-centred learning frameworks to support effective online and blended learning experiences for undergraduate and postgraduate students in Lecturing discipline units. Other responsibilities applicable to a Level A academic under current minimum standards for Academic Levels, as assigned by the Executive Dean and Director, Academic Operations.

Level B

1. Undertake teaching and assessment of undergraduate, honours and postgraduate students within the area of Early Childhood Education.
2. Develop, teach, coordinate and moderate units in Early Childhood Education at undergraduate and graduate levels.
3. Undertake research activities.
4. Supervise students undertaking project units and honours programs.
5. Supervise research higher degree students.
6. Participate in team projects and various committees as required.
7. Contribute to the administrative functions of the institute.
8. Other responsibilities applicable to a Level B academic under current minimum standards for Academic Levels, as assigned by the Executive Dean and Director, Academic Operations.
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Both levels

10. Reflect and embed the University's strategic purpose, priorities and goals when exercising the responsibilities of this position.
11. Undertaking the responsibilities of the position adhering to:
 - the Staff Code of Conduct, Child Safe Code of Conduct, and Conflict of Interest Policy and Procedure;
 - Equal Opportunity and anti-discrimination legislation and requirements;

- the requirements for the inclusion of people with disabilities in work and study;
- Occupational Health and Safety (OHS) legislation and requirements; and
- Public Records Office of Victoria (PROV) legislation.

Level of supervision and responsibility

Level A

The Lecturer, Early Childhood Education will work with the support and guidance of more senior academic staff and will be expected to develop their expertise in teaching, research and administration with an increasing degree of autonomy.

Level B

The Lecturer, Early Childhood Education will work independently in the conduct of teaching and research activities and be an active contributor to administrative functions within the institute.

Position and organisational relationships

The Lecturer, Early Childhood Education will work under the broad direction of the Executive Dean and Director, Academic Operations, and work as part of the institute's team of academic and administrative staff.

Key selection criteria

Applicants must demonstrate they are able to undertake the inherent responsibilities of the position as contained in the position description and are able to meet the following key selection criteria:

Level A

Training and qualifications

1. Four years of tertiary study or equivalent qualifications and experience and may be required to hold a relevant higher degree.
2. All academic positions delivering education and/or services to children (a child for this purpose is considered to be someone below the age of 18 years) in first-year undergraduate courses must hold a valid Working with Children Check (WWCC) or hold a current registration with the Victorian Institute of Teaching (VIT).

Experience, knowledge and attributes

3. Lecturing and tutoring experience in the area of Early Childhood Education is desirable.
4. A capacity to teach units in Early Childhood Education.
5. A preparedness to undertake research and a capacity to develop an active research profile in the field of Early Childhood Education.
6. A preparedness to undertake postgraduate studies in Early Childhood Education (or a related area) if such a qualification is not already held.
7. Evidence of an ability to work collegially.
8. Excellent interpersonal, oral and written communications skills and an ability to relate well to students and other University staff.
9. Previous experience in the administration of units, and other administrative duties as required.
10. Capacity to implement a student-centred approach with a focus on student success.
11. Knowledge and understanding of the needs, including learning needs, of a diverse range of students, including those with disabilities.
12. Demonstrated working knowledge and application of the Child Safety Standards.
13. Demonstrated knowledge and application of appropriate behaviours when engaging with children, including children with a disability and from culturally and/or linguistically diverse backgrounds.

Level B

Training and qualifications

1. The Lecturer, Early Childhood Education will hold at least a master's degree. A PhD is desirable.
2. All academic positions delivering education and/or services to children (a child for this purpose is considered to be someone below the age of 18 years) in first-year undergraduate courses must hold a valid Working with Children Check (WWCC) or hold a current registration with the Victorian Institute of Teaching (VIT).

Experience, knowledge and attributes

3. Commitment to scholarship and a potential for academic advancement.
4. Demonstrated commitment to and enthusiasm for teaching, and a good teaching record.
5. Previous experience in academic administration, including the administration of units.
6. Evidence of research expertise and a demonstrated capacity and preparedness to achieve an active research profile in the field of Early Childhood Education.
7. Evidence of an ability to work collegially.
8. Demonstrated interpersonal, oral and written communications skills and an ability to relate well to students and other University staff.
9. A capacity to contribute to the supervision of honours students.
10. Demonstrated ability to develop and implement a student-centred approach with a focus on student educational experience and success.
11. Knowledge and understanding of the needs, including learning needs, of a diverse range of students, including those with disabilities.
12. Demonstrated working knowledge and application of the Child Safety Standards.
13. Demonstrated knowledge and application of appropriate behaviours when engaging with children, including children with a disability and from culturally and/or linguistically diverse backgrounds.

The University reserves the right to invite applications and to make no appointment.

It is not the intention of the position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position. The aspects mentioned above may be altered in accordance with the changing requirements of the role.

Key Minimum Standards for Academic Levels (MSALs)

Teaching and research academic staff

Level A

A Level A academic will work with the support and guidance from more senior academic staff and is expected to develop his or her expertise in teaching and research with an increasing degree of autonomy. A Level A academic will normally have completed four years of tertiary study or equivalent qualifications and experience and may be required to hold a relevant higher degree.

A Level A academic will normally contribute to teaching at the institution, at a level appropriate to the skills and experience of the staff member, engage in scholarly, research and/or professional activities appropriate to his or her professional discipline, and undertake administration primarily relating to his or her activities at the institution. The contribution to teaching of Level A academics shall be primarily at undergraduate and graduate diploma level.

The standards are not exhaustive of all tasks in academic employment, which is by its nature multi-skilled and involves an overlap of duties between levels.

Level B

A Level B academic will undertake independent teaching and research in his or her discipline or related area. In research and/or scholarship and/or teaching a Level B academic will make an independent contribution through professional practice and expertise, and coordinate and/or lead the activities of other staff, as appropriate to the discipline.

A Level B academic will normally contribute to teaching at undergraduate, honours and postgraduate level, engage in independent scholarship and/or research and/or professional activities appropriate to his or her profession or discipline. He or she will normally undertake administration primarily relating to his or her activities at the institution and may be required to perform the full academic responsibilities of and related administration for the coordination of an award program of the institution.

The standards are not exhaustive of all tasks in academic employment, which is by its nature multi-skilled and involves an overlap of duties between levels.