

ACADEMIC STAFF POSITION DESCRIPTION



**VICTORIA
UNIVERSITY**

**A NEW
SCHOOL OF
THOUGHT**

POSITION TITLE:	Lecturer – Recreation Management		
POSITION NUMBER:	A00346		
FACULTY / SCHOOL / DEPARTMENT:	Faculty of Arts, Education and Human Development School of Sport and Exercise Science		
LOCATION/CAMPUS:	Footscray Park		
CLASSIFICATION:	Level A		
SUPERVISOR:	Head of School, School of Sport and Exercise Science	Associate Professor Dennis Hemphill	28/10/09
INCUMBENT:	Vacant		
APPROVED BY:	Executive Dean, Faculty of Arts, Education and Human Development	Professor Michael Hamel-Green	28/10/09

OVERALL PURPOSE

The Lecturer – Recreation Management will teach into the Sport and Recreation Management courses. The use of flexible delivery and learning in the workplace will be an important feature of teaching. Research would be expected to occur in collaboration, or integrated with existing sport and recreation management strengths within the school. It is also expected that the Lecturer will contribute to the educational leadership and governance of units of study, courses and programs.

ORGANISATIONAL ENVIRONMENT

Victoria University is a multi-sector University combining substantial activity in three (3) faculties in Higher Education, two (2) in Vocational Education and Victoria University College. The University has over 45,000 students, including more than 2,500 international students on-shore, over 4,000 off-shore, and a workforce of approximately 3,500 staff. The University currently offers courses at Postgraduate and Undergraduate degree, Advanced Diploma, Diploma and Certificate levels, and non-award courses. There are several affiliated institutions in Melbourne's western region. Campuses of the University are located at Footscray Nicholson, Footscray Park, Melton, Newport, St Albans, Sunbury, Sunshine and Werribee as well as prominent locations in the Melbourne Central Business District (City Flinders, King and Queen Street).

The University has embarked on a major repositioning of its core teaching and research activities to ensure closer alignment to the changing needs of students, enterprises and communities. With its commitment to "Making Victoria University (VU) a New School of Thought", the University is implementing the "Making VU" project over the period 2007 to 2012.



The success of this project will be demonstrated through:

- Victoria University graduates being preferred by employers and return to VU for further studies.
- Victoria University services being preferred by communities, enterprises, governments and public.
- Local and international recognition of VU as a distinctive and engaged university.

The Faculty of Arts, Education and Human Development has four Schools: Communication and the Arts; Education; Sport and Exercise Science; and Social Sciences and Psychology. The Faculty currently offers courses at Postgraduate and Degree levels, together with non-award courses, with campus locations at St Albans, Footscray Park, Melton and Sunbury. Off-shore course activity is located in Vietnam, Thailand, Hong Kong, Malaysia, Singapore, People's Republic of China and Pakistan.

The School of Sport and Exercise Science (formerly Human Movement, Recreation and Performance) has established a national and international reputation for excellence in education, scholarship and research over thirty-five years. The School has approximately 1000 undergraduate and postgraduate students, including 40 research students, and approximately 55 full-time ongoing academic staff and 80 part-time staff.

The School of Sport and Exercise Science offers a range of courses from undergraduate degree level to Doctoral level. The School boasts research and teaching expertise in a wide range of disciplines and professional applications including: biomechanics and kinesiology, exercise and sport physiology, exercise rehabilitation, motor learning and motor control, physical education and health, sport philosophy and ethics, sport and exercise psychology, sport and recreation sociology, sport history, as well as sport management, recreation management and outdoor recreation.

Sport and Recreation is a major focus of the University, representing one of twelve major industry and community clusters. The sport and recreation management program has a long history and tradition of providing undergraduate and research degrees, as well as undertaking research. The undergraduate degrees provide a curriculum based on a range of management principles in the context of applied sport and recreation settings. The courses have a long history of providing learning in the workplace and community experiences that include student placements, class projects and industry based information seeking. Staff in the sport and recreation management program conduct research over a range of disciplines including management, marketing, social policy, history, ethics, cultural studies, ecology and sustainability. The multi-disciplinary nature of the research provides opportunities to undertake research over a wide range of sport and recreation issues.

The School also has an international profile via off-shore graduate programs, exchange programs, a substantial intake of international students into onshore courses, and links with several international universities.

Victoria University is a partner in the innovative Sports Triangle development, with the Western Bulldogs Football Club (at Whitten Oval) and with Maribyrnong College, the first elite Sports School in Victoria. The combined infrastructure development in sport and exercise at the University's Footscray Park campus, at the Whitten Oval and at Maribyrnong College exceeds \$80M. These partnerships, world-class infrastructure, excellent staffing and strong research student programs offer outstanding opportunities for research and research training, education and engagement in sport and exercise science. Research and education in sport and exercise science in the School will be greatly strengthened by a new building containing \$30M world-class, multi-disciplinary Exercise Science and



Sport laboratory facilities, to be completed at the Footscray Park campus over the next two years. In addition, a major new multi-million dollar sport and exercise applied research and education centre will be established at the recently redeveloped Whitten Oval.

The School works closely with the University's partner the Western Bulldogs Football Club, and has a developing relationship with the Maribrynong College (Elite Sport School), as well as strategic links with numerous sports and sport-related industries. The sport and recreation management courses have a long history of working with a range of community organisations to provide students with outstanding opportunities for learning in the workplace and community. There is also a history of engaged research with a variety of community organisations as collaborators.

The School of Sport and Exercise Science and its staff have very strong links with the Centre for Ageing, Rehabilitation, Exercise and Sport(CARES), a University Research Centre that will soon be upgraded to an Institute that will focus strongly on sport, exercise and active living. Research in community recreation is conducted in this designated University area of research strength.

The operations of the School of Sport and Exercise Science and this position are currently located at the Footscray Park campus of the University, though this position may be relocated to any other existing or future campus. Some teaching in the workplace will also occur at the University's facilities at the Whitten Oval. On occasion the incumbent may also be expected to travel to other campuses.

An Organisational Chart is attached.

MAJOR CHALLENGES / FREEDOM TO ACT

This position reports to and receives broad direction from the Head of School and operates within the University policies, procedures and guidelines.

The University is a progressive and rapidly developing organisation. Consequently, the successful applicant will need to be able to work effectively in a changing and sometimes uncertain environment, and to respond to change with creativity and resourcefulness.

The successful applicant is expected to show initiative and willingness to assist the School to reach and maintain stated goals and objectives in support of the overall strategic plans of the Faculty of Arts, Education and Human Development, and Victoria University.

A key challenge of the position will be to contribute across a range of academic responsibilities including teaching, research, course and unit coordination, research training supervision and strategic planning. This will also involve the development of effective relationships with key recreation industry organisations and employers, with a view to enhancing the profile of the Faculty as a leading provider of education and research in community recreation management.

The position will be involved in the expansion of community recreation research, in addition to providing new opportunities for Learning in the Workplace and Community, and engagement with community recreation and sport organisations. The position may be involved in the work of CARES, most often with the School's postgraduate students working within CARES.



PRIMARY RESPONSIBILITIES

General Standard

A level A academic is expected to make contributions to the teaching effort of the University, particularly at undergraduate and graduate diploma level, and to carry out activities to develop his/her scholarly, research and/or professional expertise relevant to the profession or discipline. A Level A academic shall work with support and direction from academic staff classified at Level B and above and with an increasing degree of autonomy as the academic gains in skills and experience.

Specific duties:

In performing the following duties the incumbent is required to comply with quality assurance policies and procedures, and other relevant legislative requirements applicable to the University. Specific duties of a Level A academic may include:

- The preparation and delivery of lectures and seminars in core and elective recreation management units in the Sport and Recreation Management suite of courses provided that skills and experience demonstrate this capacity, especially in areas such as recreation activity leadership, recreation programming, inclusive sport and recreation strategies, social psychology of recreation, recreation and community development, and recreation planning and policy.
- The conduct of lectures, tutorials, practical classes, demonstrations, workshops, student field excursions clinical sessions and/or laboratory sessions,
- Assist with the coordination, development and evaluation of recreation management units.
- Acting as unit(s) coordinator provided that skills and experience demonstrate this capacity.
- Assist with development of unit material with appropriate guidance from the unit or course coordinator including the development and implementation of units using flexible modes of delivery and learning in the workplace.
- Marking and assessment, the production of teaching materials, and consultation with students.
- Involvement in research and scholarly activity in the field of recreation management evidenced by continuing publications in refereed journals, books and conferences, and the assistance with the preparation and submission of grant applications for external research funding.
- Assist with supervision of student projects including Honours students and postgraduate research students.
- Contribute to operations of the Sport and Recreation Management Unit. This includes participation in administrative functions within the context of School, Faculty and/or the University as well as attendance at School and/or faculty meetings and/or membership of a limited number of Committees.
- Assist with coordination of the Recreation Management stream in the Sport and Recreation Management degree.
- Contribute to providing recreation and sport career development opportunities for VU students and staff.
- Develop relationships with recreation and sporting organisations and relevant professional bodies for the recreation and sport profession. This may include, but not be restricted to, Parks and Leisure Australia (PLA), and Australian and New Zealand Association of Leisure Studies (ANZALS).
- Involvement in professional and community engagement activity.
- Involvement in the planning and/or teaching in off-shore programs offered by the School of Sport and Exercise Science
- Undertake other duties as required by the Head, School of Sport and Exercise Science

- Adhere to and cooperate with all OHS policies and procedures of the University

SELECTION CRITERIA

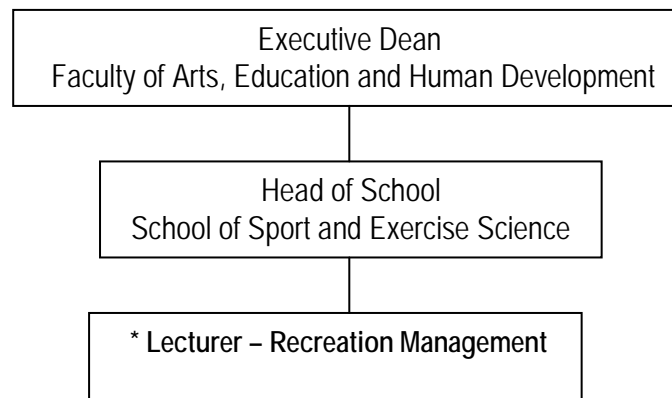
Essential:

1. **Evidence** of completion or near-completion of doctoral qualification in recreation management or allied field.
2. Recent recreation management experience working in community recreation and sport.
3. Evidence of potential for the development of an outstanding research record including significant research funding and publication outputs.
4. Evidence of potential for the development of an outstanding teaching record in community recreation, and sport and recreation management, or allied field.
5. Evidence of potential for the development of academic leadership and program management, including experience and innovation in unit/course coordination, assessment, and curricula development.
6. **Demonstrated** capacity to work collaboratively in teaching and research.
7. Excellent understanding of the role of community recreation in sport and recreation management.
8. Capacity to evaluate one's teaching and research performance.
9. High level of computer and internet literacy.
10. Excellent oral and written communication skills.
11. A satisfactory Police Record Check and Working with Children Check.
12. Awareness of OHS responsibilities and willingness to attend OHS training as required.
13. Willingness to commit to Victoria University's values which are:
 - knowledge and skills, and critical and imaginative inquiry for their capacity to transform individuals and the community;
 - equality of opportunity for students and staff;
 - diversity for its contribution to creativity and the enrichment of life;
 - co-operation as the basis of engagement with local and international communities;
 - integrity, respect and transparency in personal and collaborative action; and
 - the pursuit of excellence in everything we do.

Desirable

1. Demonstrated capacity to use flexible modes of delivery to facilitate successful learning outcomes.
2. Demonstrated capacity to design and implement learning in the workplace and community activities.
3. Demonstrated understanding of sport and recreation related programs (i.e., graduate certificates, diplomas) at the TAFE level.

ORGANISATIONAL CHART



*Denotes the position