



UNIVERSITY
OF WOLLONGONG
AUSTRALIA

POSITION DESCRIPTION

Academic Positions

(In addition to the Position Classification Standards)

Position Title:	Professor of Social Work	Level:	E
Faculty:	Faculty of the Arts, Social Sciences and Humanities	School:	School of Health and Society
		Discipline:	Social Work

Primary Purpose of the Position:

The University of Wollongong is seeking to appoint a highly motivated, energetic academic leader with an outstanding track record in research and teaching to provide vision and leadership for the Discipline of Social Work within the School of Health and Society.

The successful applicant will cultivate a dynamic, collaborative environment that will foster excellence and innovation in research and teaching and learning in the Discipline of Social Work and across the School, and promote the Discipline and School activities locally, nationally and internationally.

The Professor of Social Work will provide leadership for innovative and world class social work research and teaching programs, achieved through collaborative research projects with academic colleagues, developing networks to enhance teaching/research programs, and engaging with community and industry partners. You will enhance the strong research performance of staff and higher degree research students, expanding the School's research agenda and research training programs. The position reports to the Head of School and will play a key governance role in the School and Discipline, including as Head of Discipline for a designated period.

The successful applicant will have a track record in:

- providing academic leadership in research, teaching and community engagement;
- working across disciplinary boundaries to produce research of the highest quality;
- delivering innovative curricula that meet TEQSA and relevant professional standards;
- building and maintaining effective partnerships with the community, practitioners, researchers, and government and non-government agencies; and
- contributing to productive collaborative arrangements across the university with academic colleagues and research institutes.

Your research will be nationally and internationally recognised and connected. Your teaching responsibilities will require scholarly approaches to content delivery and practice development, and application of evidence-based pedagogy and methods (including flexible delivery, e-learning and inclusive practice).

Position Environment:

UOW is a leading Australian university with a history of outstanding achievements in teaching and learning, research and community engagement. It is fundamentally committed to providing our diverse body of students with an engaging world class and internationally oriented learning experience. The success of this commitment is demonstrated by enviable results in preparing students for the challenges of future study and workplace environments. The University has also established a strong research profile and an outstanding record of achievement in research performance and intensity over the last decade.

The School of Health and Society is a dynamic, inter-disciplinary community of health and social science scholars of

national and international standing with a goal to change society for the better. The School of Health and Society is one of six Schools in the Faculty of the Arts, Social Sciences and Humanities. It comprises five disciplines – Criminology and Social Policy, Public Health, Social Work, Occupational Health and Safety, and Geography and Sustainability – and three research units – the Australian Centre for Engagement, Evidence and Values (ACHEEV), the Centre for Occupational, Public and Environmental Research in Safety & Health (COPERSH) and the Australian Centre for Culture, Environment, Society & Spaces (ACCESS).

We work inclusively with communities, policy-makers, practitioners, industries, key stakeholders and publics to explore how practices, policies and structures contribute to cycles of poor health, social disadvantage and injustice.

As researchers, we co-produce and communicate evidence. Our students analyse and address real world social and health problems on campus, on-line and in workplaces. We offer undergraduate and postgraduate programs in social work, social sciences (social policy and criminology), public health, occupational health & safety, occupational hygiene, human geography and sustainability studies.

As academics, practitioners, activists and students, our vision is to transform society and empower people to lead fulfilling, healthy and safe lives. This position offers a unique opportunity to contribute to research, teaching and community and industry engagement across a group of vibrant and expanding disciplines.

Major Accountabilities/Responsibilities:

Responsibilities		Outcome
1.	Provide effective academic leadership in the establishment of strategic directions in social work and the School of Health and Society at UOW. Provide leadership in governance roles for designated periods.	Ensure that advances in knowledge and skills related to social work are reflected in research and curricula. Engage in committees and in governance roles as deemed appropriate by the Head of School. Build and foster multi-disciplinary research and teaching teams.
2.	Lead the development and implementation of an innovative research agenda.	Enhance UOW's research profile both nationally and internationally.
3.	Provide leadership in stakeholder management with government and non-government agencies at state, national and international levels.	Foster relationships at a professional level that will enhance UOW's standing.
4.	Initiate, lead and conduct collaborative research projects with academic colleagues, community and industry partners; seek internal and external research funding to pursue an independently driven research program that strengthens the profile of the Discipline of Social Work.	Lead and collaborate on research projects in areas of expertise and areas of strength in the School of Health and Society at the University of Wollongong; Develop research capacity and productivity through continued professional development; Disseminate research and enhance the research reputation of the Discipline of Social Work and the School of Health and Society. Success in competitive research funding to fund research program.
5.	Use up to date professional expertise and research based evidence to work with academic staff in the development, implementation and evaluation of innovative curricula that meet TEQSA and relevant professional standards.	As directed by the Head of School and in conjunction with the Head of Discipline, Social Work, and Academic Program Directors as relevant:- Take a lead role in the development of subjects, including contributing to academic and practice based subjects, as well as coordinate subjects and perform related academic administration; Prepare and deliver subject material for online delivery, lectures, practicals, workshops, workplace learning, projects and seminars; Prepare and deliver professional practice material; Conduct subject reviews & prepare related course approval applications for subject changes; Mark subject assignments; Ensure subjects have up to date content and pedagogical approaches; Advise on professional competencies, content, evidence based research and practice in areas of expertise; Perform other roles consistent with the University of Wollongong Teaching and Assessment: Code of Practice – Teaching.

6.	Mentor and support colleagues on research-related activities	Effective support and development of early and mid-career academic colleagues.
7.	Ensure an up to date, innovative, evidence-based and informed approach to curriculum and pedagogy	Develop and deliver quality curricula; Disseminate research and enhance the research reputation of the Discipline of Social Work at the University of Wollongong.
8.	Promote awareness of higher degree research opportunities to prospective students, industry, the community, government and non- government organisations; liaise with stakeholders to assure and improve higher degree research quality. Promote an HDR agenda and supervision model to attract research students	Participation in relevant professional and sector bodies and events; As directed by the Head of School and in consultation with colleagues, participation in university community and professional engagement activities; Maintain up-to-date industry/ professional/ community networks and practice through scholarship, professional networks and community links.
9.	Oversight provision of student-centred academic advice that ensures consistent and equitable implementation of university policies and School procedures	Maintain familiarity with up to date academic administration policies relevant to the student experience; Implement University policy, programs, School procedures and support strategies for all students and in particular at-risk students; Provide regular and responsive student academic and practice advice through consultation and written advice; Provide regular advice through seminars and individual discussions; Advise the Head of Discipline and/or Head of School on student, professional and course matters.
10.	Engage in academic governance	As directed by the Head of School and in conjunction with the Academic Program Directors, engage in committees, and in roles within the School that help assure and promote quality in academic and research activities and student outcomes in the School and Faculty.
11.	Supervisory roles: Communicate and consult with staff on workplace and staffing matters.	To foster direct relationships with staff and enhance engagement with the organisation.
12.	Observe principles and practices of Equal Employment Opportunity	To ensure fair treatment in the workplace
13.	Have WH&S responsibilities, accountabilities and authorities as outlined in the http://staff.uow.edu.au/ohs/commitment/responsibilities/ document	To ensure a safe working environment for self & others.

Reporting Relationships:

Position Reports to:	Head, School of Health and Society
The position supervises the following positions:	Nil
Other Key Contacts:	Discipline Lead for Public Social Work Academic Program Directors for Social Work Subject Coordinators of related programs

Key Relationships:

Contact/Organisation:

Head, School of Health and Society
Head of Discipline, Social Work
Academic Program Directors
Head of Students
Head of Research
Head of Learning and Teaching
Subject Coordinators of related/other discipline/programs

Purpose & Frequency of contact

Primary supervisor – regular contact
Support – regular contact
Direction and support – regular contact
Student matters – as needed
Research matters – as needed
Program matters – as needed
Program matters – as needed

Key Challenges:

1. Leading the development of a research agenda to advance social work in the School of Health and Society
2. Establishing a focused, comprehensive approach social work at UOW
3. Leading and contributing to multi-disciplinary research across the School of Health and Society
4. Development of practice competencies, content and delivery and teaching subjects across undergraduate and postgraduate courses whilst maintaining quality, innovation and flexibility in educational approaches
5. Mentoring and supporting students from a wide variety of backgrounds
6. Maintaining professional and sector relevance and up to date networks and understanding of the evidence base of subjects
7. Engaging in productive research relevant to industry, community and colleagues
8. Working effectively and efficiently with professional, academic and industry colleagues

Selection Criteria

Essential:

- A doctoral qualification in Social Work or related field with demonstrated practice experience in fields and/or methods of social work practice.
- Eligible for membership of AASW and a minimum of five years' post-qualifying practice experience.
- Demonstrated track record and acknowledgement in national/international leadership in social work, human services or related area within practice based research and/or the tertiary sector that will complement and actively build to existing strengths in the social work program and the School.
- Extensive history of successful research grant applications, particularly from national competitive grant sources (e.g. ARC), and/or industry research grants of relevance to policy and practice in social work and/or social policy.
- Demonstrated experience in leading significant research teams and projects, collaborating in multi-disciplinary research, and engaging in impactful social work-related research with the capacity to develop research in fields of social work.
- Outstanding interpersonal skills including the ability to develop and promote effective relationships with colleagues and the ability to relate confidently and credibly with a wide range of external agencies including government, industry and local communities.
- Demonstrated effective people management to support and create the conditions for highly-functioning, productive and engaged teams.
- Capacity to lead innovative teaching and work-based learning in fields and/or methods of social work practice.
- Established professional networks in social work and health or human services sector, and demonstrated capacity to develop new collaborative relationships.
- Demonstrated skills and experience in Higher Degree Research supervision, with an extensive record of completions, including PhD students.

Personal Attributes:

- A strong personal commitment to research and education in social work and/or the social sciences
- Inspiring mentor, strong networker, team-builder
- Ability to balance strategic thinking whilst maintaining a focus on quality and standards
- Demonstrated extensive experience leading teams in a dynamic environment
- Motivated to develop own and others' research and program evaluation skills and disseminate findings

Special Job Requirements:

- May require out of hours work, or work at locations other than UOW main campus.
- This position has been classified as "child-related work". In accordance with relevant legislation, prohibited persons are not permitted to apply for positions that are classified as "child-related work". Accordingly, candidates will be required to undertake a Working with Children Check, identity verification and referee checks as part of the recruitment process. For more information on how to apply for the clearance, please visit the Office of the Children's Guardian website <http://www.kidsguardian.nsw.gov.au/working-with-children/working-with-children-check>

Roles and Responsibilities in Relation to Workplace Health and Safety:

The University of Wollongong is committed to providing a safe and healthy workplace for its workers, students and visitors. All members of the University community have a collective and individual responsibility to work safely and be engaged in activities to help prevent injuries and illness.

In addition to the major accountabilities/responsibilities required for your position, you also hold the following roles and responsibilities in relation to Workplace Health and Safety:

All Staff

- Take reasonable care for your health and safety as well as others.
- Comply with any reasonable instruction by the University.
- Cooperate with any reasonable policies and procedures of the University including reporting of hazards or incidents via the University reporting process.
- Certain staff have specific responsibilities for Work Health and Safety (WHS), further information is available in the document [Roles And Responsibilities for WHS](#) and [WHS Management System](#).

Additional Responsibilities for Staff with supervisory responsibilities

- Ensure work area, equipment and practices are compliant with applicable legislation, standards, codes of practice and University guidelines.
- Ensure risk management activities are undertaken to minimise WHS risk including hazard and incident reporting, risk assessment and safe work procedures.
- Provide the necessary instruction, information, induction, training and supervision to enable work to be carried out safely.
- Ensure Work Health and Safety (WHS) activities and requirements are implemented for area as outlined in the [Roles And Responsibilities for WHS](#) and [WHS Management System](#).

Inherent Requirements:

This position description outlines the major accountabilities/responsibilities and the selection criteria against which you will be assessed as suitable for the position. As such there will be specific job requirements that we refer to as Inherent Requirements.

Inherent Requirements refer to your ability to:

- Perform the essential duties and functional requirements of the job;
- Meet the productivity and quality requirements of the position;
- Work effectively in the team or other type of work organisation concerned; and
- Do the job without undue risk to your own or others health, safety and welfare at work.

If you have any injuries, illness, disorder, impairment, condition or incapacity that may affect your ability to perform the inherent requirements of the position, we encourage you to discuss this with the University to assist in the process of identifying reasonable adjustments to enable you to perform the duties of the position. The University wants to place you in the best situation to use your skills effectively in the position you are applying for at the University.

POSITION CLASSIFICATION STANDARD – Teaching and Research

Title: Professor

Level: E

Description

A position classification standard describes the broad categories of responsibility attached to academic staff at different levels. 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. **Therefore the standards should not be applied mechanistically. Quality of performance is the principal factor governing level of appointment of individuals, and a broadly worded skill base is set out for each level.**

All levels of academic staff can expect to make a contribution to a diversity of functions within their institutions. Such functions include teaching research participation in professional activities and participation in the academic planning and governance of the institution. The balance of functions will vary according to level and position and over time.

- General Standard
- Specific Duties
- Skill Base

General Standard

A Level E academic is expected to exercise a special responsibility in providing leadership and in fostering excellence in research, teaching and policy development in the academic discipline within the department or other comparable organisational unit, within the institution and within the community, both scholarly and general.

Specific Duties

Specific duties required of a level E academic may include

- Provision of a continuing high level of personal commitment to, and achievement in, a particular scholarly area.
- The conduct of research.
- Fostering the research of other groups and individuals within the department or other comparable organisational unit and within the discipline and within related disciplines.
- Development of research policy.
- Supervision of the program of study of honours students or of postgraduate students engaged in course work.
- Supervision of major honours or postgraduate research projects.
- Making a distinguished personal contribution to teaching at all levels.
- The conduct of tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and studio sessions.
- The preparation and delivery of lectures and seminars.
- Consultation with students.
- Marking and assessment.
- Playing an active role in the maintenance of academic standards and in the development of educational policy and of curriculum areas within the discipline.
- Developing policy and being involved in administrative matters within the department or other comparable organisational unit and within the institution.
- Participating in and providing leadership in community affairs, particularly those related to the discipline, in professional, commercial and industrial sectors where appropriate.

Skill Base

A Level E academic shall have the same skill base as a level D academic but will be recognised as a leading authority in the relevant discipline area.