

## Position Description – Lecturer in Public Policy and Public Administration

Updated 21 July 2025

### POSITION DETAILS

<b>College</b>	<b>College of Business, Government and Law</b>
<b>Organisational Unit</b>	<b>Government</b>
<b>Supervisor</b>	<b>Dean, People and Resources (or Delegate)</b>
<b>Classification</b>	<b>Teaching Specialist (Academic) Level B</b>
<b>Employment Type</b>	<b>Continuing, full-time</b>

### POSITION SUMMARY

This Teaching Specialist (Academic) position, with its primary focus on teaching and teaching-related activities and has an important role to play in the University's achievement of its strategic plan, Making a Difference: The 2025 Agenda.

The University is committed to a student-centred ethos and to developing creative, enterprising, career-ready graduates prepared to become lifelong contributors to society. In accordance with the strategic plan, the University seeks to:

- deliver a richly interactive and personalised approach to learning focussed on student success;
- be an international leader in educational innovation, advanced learning technologies and learning analytics; and
- develop enterprising graduates equipped with the skills required for success in the knowledge economy.

The Lecturer in Public Policy and Public Administration will contribute to excellence in teaching and learning across the suite of Public Policy and Public Administration programs in the Government discipline within the College of Business, Government and Law. The Lecturer will be responsible for making an independent contribution to teaching and the scholarship of teaching using innovations in teaching practices and technologies to deliver excellence in teaching.

The Lecturer in Public Policy and Public Administration will also actively contribute to the delivery of the college's offshore programs and executive education offerings.

### UNIVERSITY EXPECTATIONS AND VALUES

All staff at Flinders are responsible for understanding their obligations and responsibilities as set out in the University's code of conduct and are expected to:

- demonstrate commitment to the University's values of Integrity, Courage, Innovation, Excellence and the underlying ethos of being Student Centred;
- contribute to the efficient and effective functioning of the team or work unit in order to meet the University's objectives. This includes demonstrating appropriate and professional workplace behaviours, providing assistance to team members if required and undertaking other key responsibilities or activities as directed by one's supervisor;
- promote and support an inclusive workplace culture which values diversity and embraces the principles of equal opportunity;
- perform their responsibilities in a manner which reflects and responds to continuous improvement; and
- familiarise themselves and comply with the University's Work Health and Safety, Injury Management and Equal Opportunity policies.

*A National Police Certificate which is satisfactory to the University will be required by Flinders University before the successful applicant can commence in this position.*

*In addition, it is a requirement of this position that the incumbent maintain a current Working With Children Check which is satisfactory to the University in accordance with the Child Safety (Prohibited Persons) Act 2016 (SA).*

### KEY POSITION RESPONSIBILITIES

This position is predominantly concerned with teaching and teaching-related duties involving the creation, delivery and continuous quality improvement of university-level education. It includes (but is not limited to): direct teaching informed by approaches that enhance the student experience; curriculum design and review; delivery innovation; advancements in education technologies; and making an independent contribution to maintaining internal and external compliance and accreditation of courses. The position is also expected to make an independent contribution to high-quality university, professional and community service. The position does not include making a research contribution.

#### *Teaching:*

- Create, coordinate and conduct inspiring teaching informed by approaches that enhance the student experience, with a focus on Public Policy and Public Administration topics, across all levels and modes, of the College.
- Contribute to the planning and evaluation of these topics, undertaking the role of Topic Coordinator as required.
- Make an independent contribution to the review, renewal, development and design of curricula and courses that are attractive to existing and new cohorts of students and that nurture creativity and critical-thinking skills.
- Provide support, academic counselling and professional advice to students concerning their studies, professional development and career opportunities.
- Make effective use of innovations and technologies in teaching practice.

#### *University, Professional and Service:*

- Participate in the College's administrative activities such as membership of committees and working groups and attendance at College meetings.
- Maintain professional knowledge relevant to teaching within their discipline through scholarship and professional development.
- Engage in activities within a relevant external professional domain such as professional associations, conferences and workshops, and within a wider community context at local, national or international level.
- Provide high quality contribution to community service on behalf of the College and University.
- Undertake activities that promote the development of productive partnerships to provide opportunities for students and promote graduate employability.
- Any other responsibilities in line with the level of the position as assigned by the Supervisor and/or the University.

### KEY POSITION CAPABILITIES

- Completion of a PhD or EdD, or equivalent qualification.
- Demonstrated excellence in teaching foundational public policy and public administration topics at the tertiary level (i.e. policy theories, policy analysis, public sector governance, public management, public sector leadership, program evaluation).
- Evidence of use of learning and student-centred teaching approaches which enhance student success and employability.
- Evidence of successful and independent innovation in learning and teaching delivery or design, including use of e-learning technologies.

- Evidence of professional development of teaching including peer or supervisor reviews of teaching and/or external accreditation processes.
- Demonstrated contribution to academic quality assurance processes, such as topic or course reviews.
- Demonstrated understanding of the nexus between teaching and learning, research and scholarship.
- Experience in coordinating and/or leading the teaching activities of other staff.
- Good understanding of appropriate assessment techniques – including feedback.
- Demonstrated experience or capability to engage with students (and deliver teaching modules) via online learning platforms.
- Demonstrated excellent oral and written communication skills and interpersonal skills, including the demonstrated ability to establish effective relationships with staff, students and industry.
- Demonstrated effective cross-cultural communication skills, including the ability to liaise with and/or teach students from diverse cultural backgrounds.
- Experience with industry engagement within a relevant external professional domain and within a wider community context at local, national or international level which could include working parties, committees, professional associations and conferenced workshops.
- Demonstrated knowledge and experience in any of the following areas: Asian/East Asian region; quantitative/analytical methods for policy analysis; ability to integrate First Nations' perspectives (Desirable).
- Demonstrated experience or ability to deliver offshore programs (i.e. in China) (Desirable).
- Demonstrated experience or ability to deliver executive education programs for the Australian Public Sector (Desirable).