

Position Description – Placement Education Coordinator Occupational Therapy

Updated 24 February 2023

POSITION DETAILS	
College/Portfolio	College of Medicine and Public Health
Organisational Unit	Discipline of Rural and Remote Health
Supervisor (Title)	Director, University Department of Rural Health, NT
Classification	Teaching Specialist (Clinical / Practitioner) Level B
Employment Type	Fixed Term, Full Time

POSITION SUMMARY
<p>This Teaching Specialist (Clinical/Practitioner) position, with its primary focus on teaching and teaching-related activities drawing on contemporary/professional practice, has an important role to play in the University's achievement of its strategic plan, Making a Difference: The 2025 Agenda.</p> <p>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:</p> <ul style="list-style-type: none"> • 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. <p>The Placement Education Coordinator in Occupational therapy will supervise occupational therapy students from Flinders University and other universities undertaking placements within the Katherine region of the Northern Territory. The position will also contribute to the development and coordination of other Allied Health student placements within the Katherine region.</p>

UNIVERSITY EXPECTATIONS AND VALUES
<p>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:</p> <ul style="list-style-type: none"> • 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 and advances the Reconciliation Action Plan;
- 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.

Northern Territory Government legislation (the Care and Protection of Children Act 2007) now requires all individuals in child related employment or whose duties involve, or are likely to involve, contact with a child, to hold a valid 'Working with Children Clearance' (Ochre Card). This position involves child related work and is assessed as requiring a Working with Children Clearance/Ochre Card.

It is a requirement of this position that the incumbent maintain a valid National Police Certificate which is satisfactory to the University.

An up to date COVID-19 vaccination may be required as a condition of employment, in accordance with the Flinders University [COVID-19 Vaccination Policy \(2022\)](#). If required, any offer of employment will be subject to the successful candidate presenting their COVID-19 Digital Certificate as evidence of vaccination or showing evidence of a valid medical exemption, where relevant.

KEY POSITION RESPONSIBILITIES

This position is predominantly concerned with supervising and facilitating Occupational Therapy and Allied Health student placements within the Katherine region. The position will also include assessment of Occupational Therapy student competencies. Appointees bring recent, ongoing (concurrent) or extensive experience and knowledge of contemporary clinical/professional practice to the position. 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:

- Supervise Occupational Therapy students undertaking work integrated learning placements within the Katherine region
- Facilitate other allied health placements in the Katherine region
- Contribute to the planning and evaluation of Occupational Therapy topics in the College of Nursing and Health Sciences (CNHS) at Flinders university
- Create, coordinate and conduct inspiring teaching informed by approaches that enhance the student experience, with a focus on allied health and remote health practice topics, across all levels and modes of the College, with a focus on clinical skills training and/or supervision of students undertaking work integrated learning
- Provide support, academic counselling and professional advice to students concerning their studies, professional development and career opportunities
- Work with the Flinders CMPH and CNHS, other universities, Katherine health services and schools, and other stakeholders to develop and facilitate high quality student placements
- 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
- 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, with specific focus at the Flinders University Katherine campus and the RHMT team
- 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, with a focus on opportunities that maintain clinical skills currency, 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

- Currently registered with the Australian Health Practitioner Regulation Agency (AHPRA)
- Relevant and contemporary clinical experience in Occupational Therapy in rural/remote and Indigenous contexts, including for paediatric caseloads
- Significant clinical experience and evidence of professional standing and reputation in Occupational Therapy equivalent to Doctorate level qualification or Doctorate in relevant field
- Demonstrated excellent oral and written communication skills and interpersonal skills, including the ability to establish and maintain effective relationships with staff, students and industry
- Demonstrated experience of working with people from diverse cultural backgrounds and an understanding of cultural safety
- Evidence of reflective practice
- Evidence of excellence in teaching performance at a tertiary level, inclusive of simulation and/or clinical setting where relevant
- Evidence of an independent contribution to the development, delivery and evaluation of innovative teaching and learning strategies, both in the classroom and in clinical education, including student assessment
- Demonstrated understanding of curriculum reviews and internal and external accreditation activities
- Demonstrated understanding of the nexus between teaching and learning, research and scholarship
- Evidence of upholding the values and ethos of the University
- Demonstrates a commitment to fostering a positive workplace culture, and role modelling behaviours that support the University's Reconciliation Action Plan (RAP) and commitment to enhancing educational opportunities for Aboriginal and Torres Strait Islander people
- Experience working in remote Aboriginal health (desirable)