# ITaLI Affiliate Academic

## Application Cover Sheet

The Affiliate Academic is an academic outreach role offered by ITaLI to UQ academics who can demonstrate expertise in teaching and learning.

***The role of an Affiliate Academic is an honorary role and represents a key contribution to service within the University. It is expected that this service contribution will be reflected in the applicant’s workload allocation.***

As educational champions in their discipline, Affiliate Academics provide a conduit between schools and ITaLI. They work with ITaLI staff to build and share expertise to inform new and existing teaching and learning projects and processes. Affiliate Academics are champions for teaching and learning in their school, enabling cross-unit communication and helping to build teaching capability across UQ.

Please refer to the Position Description *Affiliate Academic* as you prepare this application.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Applicant Details | | | | | |
| UQ Username | |  | | Employee No. |  |
| Title |  | First Name |  | Surname |  |
| Email Address | |  | | Phone |  |
| School | |  | | | |
| Faculty | |  | | | |

I have:

Completed all required consultation in support of my application;

Attached my Curriculum Vitae; and

Attached a one (1) A4 page expression of interest outlining my area of interest and contribution to a project which has support from the School Director of Teaching and Learning or the Associate Dean (Academic)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Required Consultation | | | | |
| *Applicants are asked to demonstrate that they have consulted with ITaLI, their School and Faculty on their proposed plans for their service contribution.*  *By signing below, ITaLI Staff and Principal Practitioners, School Directors of Teaching and Learning and Faculty Associate Deans (Academic) verify that they have been consulted, indicate their support for the Academic’s application, and that any projects proposed therein are of relevance to ITaLI, School, Faculty, and University priorities.* | | | | |
| ITaLI Academic Team Member or Principal Practitioner | **Name** |  | **Signature** |  |
| School Director of Teaching and Learning | **Name** |  | **Signature** |  |
| Faculty Associate Dean (Academic) | **Name** |  | **Signature** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Head of School Approval** | | | | |
| Declaration:  I have read <Applicant’s Name> application for the ITaLI Affiliate Position.  I have read the Position Description for ITaLI Affiliates and understand that <Applicant> will contribute <agreed percentage of workload allocation> to this service role. | | | | |
| **Head of School** | **Name** |  | **Signature** |  |

## Affiliate Academic Service and Project Proposal Proforma[[1]](#footnote-1)

|  |  |
| --- | --- |
| Working Title  Succinct/informative title here   * What is the aim/focus of your proposed project or activity? |  |
| What need will this activity address?  In one short paragraph (say a max of 100 words) capture the core motivation – which may include identifying a need that you hope to resolve.   * What institutional or Faculty or School or discipline need might drive this project? * What student learning need or challenge might this activity resolve? | |
|  | |
| **What key educational theories inform your project?**  Identify the key literature which underpins the topic ideally, by leaders in the field.   * What research has preceded this activity & how will it inform the way you engage with this activity? * What key definitions will you be drawing on? | |
|  | |
| What are the key features of your proposed project?  In one sentence, define the key features of your proposed project or activity.   * What is the institutional or Faculty or School or disciplinary context for this activity? * What will your activity or project do? | |
|  | |
| What’s New?  Describe how your project will add to or change our current practice   * How will this project resolve an issue ? * How will this project establish your expertise in this area? | |
|  | |
| So What?  Identify what the significance or importance of this activity is   * How will major decisions/behaviour/activity etc be influenced by the outcome of this project? * Who are the final beneficiaries and what benefit will they gain? * How will this project contribute to the bank of knowledge already known about this area? To UQ policy or processes? * What do you expect to have changed as a consequence? | |
|  | |
| Who is involved?  Identify who you will engage with during your practice and explain why these are appropriate people to collaborate with or include   * Who will you collaborate with? Whose teaching practice will you influence? * Who needs to be informed? Whose permissions do you need to seek? Who do you need to champion your activity? * How will you inform these participants of the nature/procedures of this project & their involvement commitments? * Who have you already consulted with and got on board? | |
|  | |
| How will you raise awareness?  Describe how you will ensure that project outcomes have longevity beyond your involvement   * How might you share how this project progresses? * How might outcomes from this project be up scaled to include other participants, sites, activities? * How will you ensure that it is sustainable and will go on after your tenure as an Affiliate academic? | |
|  | |
| How will you know it worked?  Provide an outline of how you will collect and analyse data to prove that your project was a success   * How will you know that your project’s activities had impact * What data do you need to collect as evidence that the project was successful? From whom? How? * Who will read your final report? What data do you need to convince them of the success? | |
|  | |
| Other Considerations  You may need to include some additional information   * Is the scope appropriate and achievable? Not too narrow, not too broad. * Do you need ethics approval for this project? * Timeline? What needs to happen where when? * Resources? What do you need to make this happen? | |
|  | |

1. This adaptation of Faff’s (2021) “pitching research” framework was created by Robert Faff and is used with his express permission (see Faff, Robert W., (2021), “Pitching Research”, available at SSRN: <http://ssrn.com/abstract=2462059> or <http://dx.doi.org/10.2139/ssrn.2462059>). [↑](#footnote-ref-1)