

## POSITION DESCRIPTION

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| <b>Position Title:</b>     | Affiliate Academic                                     |
| <b>Organisation Unit:</b>  | Institute for Teaching and Learning Innovation (ITaLI) |
| <b>Type of Employment:</b> | Honorary (service role)                                |
| <b>Type of Appointment</b> | 1 day per fortnight or equivalent                      |
| <b>Classification:</b>     | Academic (current level A-E)                           |

### INSTITUTE FOR TEACHING AND LEARNING INNOVATION (ITaLI) THE UNIVERSITY OF QUEENSLAND

The Institute for Teaching and Learning Innovation (ITaLI) takes a leading role in teaching and learning, professional education and innovation. ITaLI is an integrated teaching, research and service delivery centre for teaching and learning practices at UQ. ITaLI seeks to establish and maintain a flexible operating structure to drive and support innovation and excellence for these activities.

Under the leadership of the Director, ITaLI provides leadership, engagement and advocacy in educational innovation, teaching excellence and learning analytics, and aims to transform teaching and learning across the University through the delivery of faculty and executive prioritized, teaching and learning projects and services. ITaLI addresses critical areas of unmet need in teaching and learning by bridging the gap between the exponentially expanding discipline of higher education teaching and the increasing complexity of teaching to assist University teaching staff and improve the learning experience of students.

Information about ITaLI may be accessed on the Institute's web site at [www.itali.uq.edu.au](http://www.itali.uq.edu.au).

### DUTY STATEMENT

The Affiliate Academic is a School/Faculty-based outreach role offered by ITaLI and is open to UQ academic staff who are currently appointed at level A - E and can demonstrate current and/or developing expertise in the advancement of teaching and learning.

This honorary academic role represents a key contribution to Service within the University and will enable the position holder to develop their teaching and leadership capabilities in the context of the UQ teaching and learning portfolio.

As an established or emerging educational champion in their discipline, the Affiliate Academic will work with ITaLI staff to build and share expertise to inform new and existing teaching and learning projects and processes. A member of staff may undertake the role with the goal of developing their own capability in a particular area by receiving mentorship from ITaLI experts and School leaders. Affiliates with a higher-level academic appointment will be expected to provide guidance back to their colleagues through coaching and mentoring of academic and professional staff. Support to academics in the Schools and Faculties may include formal workshops, one-on-one or small group bespoke sessions, and/or contribution to the development of resources.

Affiliate Academics provide a conduit between Schools and ITaLI by actively promoting teaching and learning initiatives within their business unit and teaching teams and enabling cross-unit communication to help build teaching capability across UQ.

The work of the Affiliate must be consistent with the [UQ Strategic Plan](#), [Teaching and Learning Plan](#), and [Higher Education Learning Framework](#).

Affiliate positions are currently available in the following areas:

- Assessment
- Academic Integrity (including in generative AI)
- Curriculum Design
- Digital and Blended Learning (including in generative AI)
- Graduate Learning Attributes encompassing belonging, critical thinking, experiential learning (list not exhaustive)
- Inclusive Practice
- Indigenising the Curriculum
- Life-Long Learning
- Learning Analytics (including Data Analytics)
- Peer Observation
- Postgraduate Education
- Scholarship of Teaching and Learning

Applications for positions which reflect work on an agreed upon area of interest and importance to the School, and/or Faculty and/or University are also encouraged.

Please contact the academic lead, or principal practitioner, to discuss your ideas for work in these spaces, or to find out about projects which may benefit from your contributions.

It is anticipated that an Affiliate Academic will:

- be a current HEA Fellow and participate in one application review round during each year of their term or develop an application to become an HEA fellow during the term of their Affiliate appointment;
- deliver Teaching & Learning-focused seminar/workshop to their School, Faculty or UQ;
- participate in the annual ITaLI Affiliate conference in Teaching and Learning Week;
- participate in quarterly ITaLI Affiliate network meetings;
- contribute and/or lead occasional papers on their area of interest as relevant to the future direction of UQ;
- have, or be interested in developing, a scholarship of teaching and learning profile; and
- compile a brief annual report of activities and their impact performed while in their Affiliate role.

#### Other

- Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:
  - the [University's Code of Conduct](#)
  - requirements of the Queensland occupational health and safety (OH&S) legislation and related [OH&S responsibilities and procedures](#) developed by the University or Institute/School
  - the adoption of sustainable practices in all work activities and compliance with associated legislation and related University [sustainability responsibilities and procedures](#)
  - requirements of the Education Services for Overseas Students Act 2000, the National Code 2007 and associated legislation, and related [responsibilities and procedures](#) developed by the University

### Organisational Relationships

The position reports to a designated ITaLI Academic.

### Time commitment

1 day per fortnight or equivalent. An Affiliate Academic may be appointed, in consultation with their supervisor, for a term of 2 years, with the option to extend/renew the appointment.

### Remuneration

This is an academic service role and therefore does not attract remuneration.

## SELECTION CRITERIA

A successful Affiliate will hold either a fixed-term or continuing academic position at Level A-E and be able to:

- evidence expertise or developing expertise in teaching and learning
- demonstrate a capacity to innovate within their teaching and learning portfolio
- have a strong interest and capability in their area of focus

Personal qualities will include excellent communication skills, a collaborative spirit and a commitment to the excellence and advancement of teaching and learning at UQ.

Support from the academic's Head of School is required on application.

## EXPRESSION OF INTEREST PROCESS

An academic staff member may apply for an Affiliate position during an application period each year via:

- a one-page cover letter and a short CV.
- a complete ITaLI Affiliate application coversheet and Affiliate Academic Service and Project Proposal proforma.

*Applicants are requested to complete consultation prior to submitting their application and to provide evidence of this consultation as indicated in the application coversheet.*

***The University of Queensland values diversity and inclusion and actively encourages applications from those who bring diversity to the University. Please refer to the [University's Diversity and Inclusion webpage](#) for further information and points of contact if you require additional support.***

***Accessibility requirements and/or adjustments can be directed to [recruitment@uq.edu.au](mailto:recruitment@uq.edu.au).***