

# POSITION PROFILE

## Lecturer – Agriculture and Rural Operations

CDT TAFE – Agriculture & Rural Operations Team – Katherine Rural Campus

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| <b>Position Number</b>                 | 9894                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Position Classification</b>         | Teaching Focused Academic Level A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Location</b>                        | Katherine Rural Campus (or another location as required)<br>Ability to travel to regional and remote locations                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Reporting to</b>                    | 6527 – Team Leader Agriculture & Rural Operations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Special Provisions</b>              | <ul style="list-style-type: none"><li>• Appointment is contingent upon receipt of a satisfactory National Criminal History check and NT Working with Children clearance.</li><li>• It is a requirement of the position for the occupier to hold a current clean NT drivers license.</li><li>• Must be able to work and travel to regional and remote locations, includes camping and working without connectivity.</li></ul>                                                                                                              |
| <b>Required/Desired Qualifications</b> | <ul style="list-style-type: none"><li>• The lecturer must possess the TAE40116 Certificate IV in Training and Assessment and/or its successor.</li><li>• Training and assessment may only be delivered by persons who have Certificate IV in Training and Assessment (TAE40116), or its successor, or a diploma or higher-level qualification in adult education.</li><li>• VET Academics may be required to update their credentials to meet the latest national and/or University requirements within a reasonable timeframe.</li></ul> |

### Purpose of the Position

The Lecturer in Agriculture and Rural Operations is responsible for Workplace Training Assessing in Agriculture and Rural Operations whilst working under the Australian Skills Quality Authority (ASQA) and VET Quality Framework and to the competency standards of the Agriculture, Horticulture and Conservation and Land Management Training Package, to deliver training and assessment including conducting RPL and workplace assessments for NT and WA remote station students.

### Duties

The following duties are not exhaustive and may include others as directed from time-to-time.  
Training and Assessment

- Ensure training and assessment is delivered as per the Australian Skills Quality Authority (ASQA) standards and regulatory frameworks, the Agriculture and Rural Operations Training Package requirements, and to industry standard.

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|-----------------------|------|----------------------|------|
| Occupational Category | 2422 | Industry Subdivision | 8102 |
| Industry Class        | 81   | Manager Category     |      |

- Facilitate competency-based training using a range of delivery modes including face-to-face, mixed-mode, workplace based, external and online delivery.
- Match teaching to competence through workplace assessment and recognition of prior learning (RPL).
- Establish and maintain a learning environment and encourage students to take responsibility for their own learning.
- Ensure student participation through the preparation of student learning plans, education support and specialist assistance whilst allowing for flexibility in delivery and assessment that takes into consideration student's needs and learning abilities to enhance student's learning.
- Conduct student entry level assessment using LLN assessment tools.
- Provide high quality customer service including responding to enquiries, to internal and external stakeholders, particularly in relation to best practice delivery and assessment of the Agriculture and Rural Operations Training Package and associated programs.
- Provide a well-developed range of teaching strategies to students and other clients both within and external to the University, particularly across Industry groups.
- Provide leadership in specialist areas within the teaching department and across the University.
- Effective communication, collaboration and cooperation with team members, other VET teams, and all internal and external stakeholders.
- Demonstrate professional behavior and conduct whilst liaising and communicating with team members, other VET teams, and all internal and external stakeholders and whilst promoting the University, and Team.
- Record data and complete associated administrative tasks accurately, and in a timely manner: this includes scheduling, maintenance of accurate student records, class preparation, subject coordination, timetabling, graduating students, arranging call ups and tracking student progression.
- Develop training resources that are in accordance with CDU and ASQA requirements and industry expectations and standards.
- Prepare and maintain classrooms, labs as well as other learning materials in print-base or other formats.
- Plan and prioritize work schedule, including student and client interaction. Knowledge and Proficiency
- Adapt learning and assessment materials to cater for different students, learning environments, facilities, and resources.
- Maintain industry skills and knowledge.
- Proficiently utilize CDU systems, including student management, Health Safety and Environment, financial, travel.
- Understanding of ASQA compliance, Training Packages and CDU business processes.
- Observe both CDU policies, regulations, guidelines and other relevant legislative and compliance requirements and accountabilities, including the current AQF and ASQA standards and regulatory frameworks.
- Carry out assessments in remote and rural environments.
- Assist the farm manager when required to carry out livestock duties and husbandry.
- Participate in collage programs that are non-accredited. i.e., Caulfield Grammar

## **Key Selection Criteria**

### **Essential competencies**

- Possess relevant agriculture or rural operations qualification/s and/or demonstrate relevant supervisory level practical industry work experience in Agriculture and Rural Production in the north Australian extensive beef cattle / pastoral industry.
- Demonstrated experience providing training within a workplace setting or educational institution.

- Experience in researching and developing training tools to meet needs.
- Demonstrated high level interpersonal, verbal, and written communication skills including the ability to communicate in a culturally sensitive manner with internal and external stakeholders to whom English may not be the first language.
- Demonstrated experience working independently and as part of a team, the ability and flexibility to manage workloads to meet conflicting deadlines, adapt to a changing work environment, while maintaining initiative, teamwork, self-motivation and discipline.
- Competency with the Microsoft Office suite, databases and other relevant software packages.
- Demonstrated advanced livestock husbandry, care, and handling skills, particularly in relation to extensive beef cattle production and horses in Northern Australia and have a high standard for animal welfare.
- Demonstrated ability and experience in working and travelling safely in remote areas, including camping out and operating without connectivity in remote and isolated situations.

### **Desirable Competencies**

- Demonstrate contemporary knowledge in teaching and assessment competencies and conducting training in order to meet the requirements of nationally accredited training packages and/or accredited courses and the Australian VET Quality Framework for audit requirements within Australian Skills Quality Authority Framework (ASQA).
- Previous NT station experience and familiarity with grader, tractor, and other related farm equipment operation experience
- Possession of NT Truck license (HR) or equivalent.

### **University Expectations**

- Contribute to the efficient and effective functioning of their team or work unit to meet University objectives. This includes demonstrating appropriate and professional workplace behaviours under the Code of Conduct – Staff, assisting team members if required, and undertaking other key responsibilities or activities as directed by one's supervisors.
- Demonstrate and promote the University Values, ensuring all workplace behaviour is appropriate in all workplace settings, proactively calling out inappropriate behaviour.
- Read, understand, and comply with all University policies and procedures.
- Undertake risk management and actively support and participate in the risk management processes adopted by the University, which include identifying, analysing, and evaluating risks that may impact the University.
- Work at and travel between other University campuses or to other locations occasionally as may be required during employment.
- Complete all mandatory training as required by the University.
- Demonstrate understanding of the principles of anti-discrimination, staff and student equity, work health and safety, and other relevant legislation, and show the willingness and capacity to implement equal employment opportunity and work health and safety plans, policies, and programs.

### **Work Health & Safety**

- Ensure all activities comply with WHS legislation and university policy & procedure.
- Implement & monitor risk management activities including, but not limited to, workplace inspections, incident/hazard investigation and follow-up, and implementation of risk controls.

- Analysis of WHS training requirements for staff, including the provision of training and monitoring of training to ensure completion and currency.