



Senior Lecturer, Early Childhood Education

Opportunity in Melbourne

The role

The Senior Lecturer will provide support, skills and knowledge to the Higher Education courses in their discipline. They will work with the Head of Faculty, Education for: course delivery; leadership of academic staff; development and refreshment of all teaching materials and curriculum; and the pastoral care, academic standing and oversight of teaching for students enrolled in their faculty.

The Senior Lecturer for Early Childhood Education will coordinate academic staff and work as directed by the Head of Faculty for the employment, development, and day-to-day management of their faculty. The Senior Lecturer will contribute to the academic needs and requirements of the Institute as well as cultivate and manage existing relationships with the industry.

Responsibilities of the role include:

- Oversight of the daily operations of the ECE faculty in Melbourne
- Coordinate academic operations within Ikon's guidelines, policies and practices to achieve its performance objectives
- Uphold Ikon's pedagogical standards and approach
- Ensure that academic operations are in accordance with AQF, ESOS, National Code and CRICOS

Specifically, detailed duties include:

- Teaching within the field of study, as scheduled and as determined in conjunction with the Head of Faculty
- Regular coordination with Student Services Group and Quality Assurance team as well as with the domestic and international admissions teams where pertinent
- Involvement where required in the People and Culture functions of the group
- Ensure WH&S practices are maintained in alignment with government regulations
- Manage relationships with external associates, including benchmarking partners; MoU partners; teaching and placement partners
- In cooperation with the Head of Faculty, ensure adherence by students to policy and procedures and address first level student complaints and concerns
- In consultation with the Head of Faculty, ensure that students have access to an extensive range of support services which enable high-quality student outcomes
- Provide well informed advice to the management team regarding faculty operations.
- Ensure consistency of approach and a thorough understanding of all operational practices
- Organise or participate in student orientations, open days and information sessions, graduations and other student events

- Participate as a member in the Ikon Scholarly Activities Circle. Encourage and mentor others in methods and forms of scholarly activity. Promote opportunities for other members of faculty to undertake scholarly activities, especially related to Education or to the field of study.

Qualifications and skills

- Masters preferred in a directly related field of study. A Masters in progress in a directly related field of study may also be considered.
- A Bachelor's degree as a minimum completed in Early Childhood Education
- A minimum of 3 years and preferably 5 or more years of practice in Early Childhood Education
- A minimum of 3 years and preferably 5 or more years' experience as a lecturer or leader in a tertiary education provider
- Previous operational coordination, management or leadership experience preferred.
- Passion for education
- Management experience not essential, but advantageous
- Willingness to undergo a Working with Children Check and National Crime Check

Diversity & Inclusion

We celebrate our diversity and strive to reflect contemporary Australian society in order to better serve our students. We welcome and encourage applications from Aboriginal and Torres Strait Islander people, Culturally and Linguistically Diverse people, People with Disability, Sexually and Gender Diverse people, people with lived experience of adversity and from people of all ages.

About Ikon Institute of Australia (“Ikon”)

Ikon delivers qualifications throughout Australia in the areas of counselling and psychotherapy, arts therapy and early childhood education. Its higher education qualifications include bachelor's degrees of Counselling and Psychotherapy and of Arts Therapy. Ikon Institute also teaches a bachelor's degree of Early Childhood Education.

Ikon Institute of Australia ABN 95 112 989 581 is an exciting and unique private higher education provider (PRV14055), part of the ASX-listed UCW Limited group.

About UCW Limited (UCW)

UCW is an ASX-listed entity that owns and operates a portfolio of tertiary education businesses, with a current focus on Health and Community Services related fields of study in both the international and domestic student market. Education is delivered nationally across 12 campuses.

Please note:

- Only shortlisted candidates will be notified of the outcome of their applications.
- We are only able to consider applicants with the right to live and work in Australia.
- Please apply by your resume and a covering letter demonstrating your achievements in a similar role to Bonnie.ballete@alg.edu.au