



Job Description

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| Title | Senior Lecturer Mental Health |
| Faculty/School | Faculty of Nursing Medicine & Health Sciences |
| Category | Teaching & Training |
| Stream | Academic |
| Reports to | Vice Chancellor through Head of Department/School and Dean of Faculty |
| Location/Campus | Honiara |
| Summary of Duties | Expert in the area of Psychiatric or Community Mental Health, Assists in Course Review and Development, Plans & delivers learning experiences to meet course objectives, Develops instructional materials, Involved in Student Consultations, Assesses and Maintains student records, Liaises with Authorities and Industry, Carries out research and is involved in Distance Education. |
| Detailed Roles & Responsibilities | |
| Teaching and Learning | <ul style="list-style-type: none"> • To deliver learning instructions, prepare Lesson plans, • To develop all enrolled class lists. • To have a good knowledge of the entire syllabus' curriculum. • To assist in the review of course content and materials on a regular basis, updating when required. • To develop and apply innovative and appropriate teaching techniques and materials that create interest, understanding and enthusiasm amongst students. To transfer knowledge including practical skills, methods and techniques. • To ensure that course design and delivery comply with the quality standards and regulations of the college • To supervise student projects, field trips and, where appropriate, placements. • To participate in the school Distance Education and Outreach Programs. • To write, prepare and mark assignments and examinations and provide feedback to students. • To ensure that the teaching content and methods of delivery are in accordance with equal opportunities, and respond to issues relating to staff and student needs. • To monitor and maintain print stock level and current master copies for printing |
| Research, Publications & Consultancy | <ul style="list-style-type: none"> • To determine relevant research objectives and prepare research proposals. • To assist in aided Projects |

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| | <ul style="list-style-type: none"> • To identify sources of funding and carry out research relevant to the basic purposes of the College. • To write or contribute to publications or disseminate research findings • Carry out consultancy work for school, national level and regional level • To make presentations or exhibitions at national and international conferences and other similar events. • To maintain current industrial information practices. |
| People management and teamwork. | <ul style="list-style-type: none"> • To develop links with external contacts such as other educational bodies, employers, and professional bodies to foster collaboration. • Regular contact and liaison with students to teach and provide support. • To provide academic leadership to those working within programme areas, as lecturer or equivalent, • To assist in the work of a team by agreeing objectives and adhering to work plans. • To act as a personal mentor to students and colleagues. • To lead small workgroups within specific areas of responsibility. • To ensure that teams within the department work together effectively. • To act to resolve conflicts within and between teams. |
| Business planning, reporting and management | <ul style="list-style-type: none"> • Adhere to the business planning and strategic plans of SINU to provide quality and relevant teaching and learning needs of the MHMS and other stakeholders. • Comply with the reporting and management systems of the university as stipulated in the SINU academic policy. |
| Quality Assurance and customer satisfaction. | <ul style="list-style-type: none"> • Proactive to deliver up-to-date teaching and learning resources for students. |
| Dimensions | <p>Problem-solving and impact</p> <ul style="list-style-type: none"> • To resolve problems affecting the delivery of courses in accordance with College regulations. • To contribute to decisions, which have an impact on other related courses. • To provide advice on operational issues such as the balance of student recruitment, staff appointments and student and other performance matters. • To identify opportunities for the strategic development of new courses or appropriate areas of activity, and contribute to the development of such ideas <p>Resource management</p> <ul style="list-style-type: none"> • To contribute to the overall management of the department in areas such as budget management and business planning. • To participate in departmental-level strategic planning • To contribute to the management of quality, audit and other external assessments. <p>Working Environment</p> <ul style="list-style-type: none"> • To take responsibility for conducting risk assessments and |

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| | <p>reducing hazards (depending on the area of work and level of training received).</p> <ul style="list-style-type: none"> • To engage in continuous professional development. • To understand and apply the principles of equality of opportunity in an academic context. <p>Decision-making Authority</p> <ul style="list-style-type: none"> • Resolution of student/staff complaints • Provision of advice to staff • Allocation of workload for direct reports |
| Key Performance Indicators | <ul style="list-style-type: none"> • Document the ways the job will be evaluated? How will you know it is effective and the incumbent is doing their job? |
| General Responsibilities | <ul style="list-style-type: none"> • To adhere to the University's Equal Opportunities policy in all activities, and to actively promote equality of opportunity wherever possible. • To be responsible for your own health and safety and that of your colleagues • To undertake other such other duties as may be reasonably expected. • To provide a healthy and comfortable working environment |
| Minimum Qualifications | <ul style="list-style-type: none"> • To be considered for this position, applicants must have: • Master's Degree in Community Mental Health or relevant field plus teaching qualification. |
| Essential to the position | <ul style="list-style-type: none"> • Must have a minimum of five years of teaching experience. • Wide breadth and depth of midwifery knowledge. • Understanding of different teaching and learning methods • Computer proficiency in the standard packages (word processing, e-mail and internet use, and spreadsheets) |
| Desirable Attributes | <ul style="list-style-type: none"> • Preference will be given to applicants with: • Experience in conducting quality research in a particular specialism and publishing in recognized journals • Experience in developing and implementing research objectives, projects and proposals • Experience in collaboration with college and industry colleagues when developing new curricula • Experience with consultancy |
| Term | <ul style="list-style-type: none"> • The position is for five (5) years under an employment contract. The contract is renewable subject to good performance. |

