

Lecturer in Sport and Exercise Science

Kaupapa | Purpose

Scope: To fulfil the role of lecturer in the Bachelor of Sport and Exercise Science, particularly courses in Sports Management, Strength & Conditioning and other School of Health and Sport Science courses as required.

Permanent part-time - 0.8 FTE

Reports to: Head of School

Team: EIT | Te Pūkenga team

Location: Taradale Campus and off-campus venues.

Remuneration: \$65,000 to \$80,000 gross per annum fulltime

Date: November 2024

Ngā Hononga Mahi | Working relationships

Internal: Executive Dean, Assistant Head of School, Faculty Administration Manager, Programme Co-ordinator, Site Coordinator, Tairāwhiti Marketing and Student Support Staff, Other Faculty Staff, Faculty Research Mentor, Students

External: Industry, Education and Community Organisations, Programme Cluster Committee, Advisory Committee, Secondary Schools, Other Tertiary Institutions, Professional Bodies, NZQA Advisory Groups, Schools, Sports Clubs, Other service providers

Resource delegations and responsibilities:

Financial: Not applicable

People: Not applicable

Ngā mahi | Do

Curriculum Development

- Prepare and update curriculum in line with Academic Board requirements.
- Develop and update course materials.
- Contribute to the development of new courses.

Student Learning

- Define and communicate learning objectives and outcomes.
- Regularly review and update teaching content and methods.
- Facilitate diverse learning experiences and encourage student responsibility.
- Provide practical learning experiences.
- Maintain professional standards and act as a role model.

- Utilize 21st-century teaching strategies, including blended/flexible delivery and educational technologies.

Student Well-being

- Assist and support students as needed.
- Liaise with student support services.

Assessment and Evaluation

- Conduct valid and reliable evaluations of students and courses.
- Provide feedback on student performance.
- Monitor and review assessment processes in line with academic regulations.
- Participate in internal and external moderation of assessments.
- Maintain accurate student records.

Research

- Plan and conduct research relevant to local industry and community needs.

Personal/Professional Development

- Stay updated with relevant social, professional, technical, and educational developments.
- Participate in professional groups and attend relevant courses/conferences.
- Engage in annual performance appraisals and negotiate training and development plans.

Communication and Team Building

- Meet regularly with teaching teams and coordinators.
- Attend relevant meetings and liaise with community groups.
- Maintain professional relationships with marketing, international, and student support staff.
- Develop and maintain professional networks and positive working relationships across campuses.

Staff Achievement

- Assist with the orientation of new staff.
- Support and mentor less experienced colleagues.

Planning

- Prepare annual, weekly, and daily teaching plans.
- Monitor progress against plans and targets.
- Continuously improve teaching and learning strategies.

School Service Standards and Support

- Manage course delivery and ensure compliance with faculty policies and quality standards.
- Assist in meeting Academic Board requirements.

Marketing

- Promote faculty courses and programs.
- Identify new course developments and markets.
- Participate in promotional activities.

Resource Management

- Assist programme coordinator and Head of School to prepare for negotiation of annual budget.
- Assist in ensuring resources for the programme are managed to budget.

General

- Comply with EIT | Te Pūkenga policies and procedures.
- Contribute to a healthy workplace by implementing safe work practices and strategies to effectively manage personal wellbeing.
- Undertake additional responsibilities and tasks relevant to this position as requested by the position manager.

Demonstrate commitment to:

Te Tiriti o Waitangi. Through our developing understanding of our obligations and our connection with Te Tiriti o Waitangi as both individuals and as an organisation.

Ākonga at the Centre. Through prioritising the experience, wellbeing, and success of our ākonga in our decision-making process.

Equity. Through recognition, empowerment, and inclusion we can give greater acknowledgement of the unmet needs of Māori, Pacific and disabled ākonga and their whānau.

Vocational Education and Training Excellence. Through quality provision for all ākonga, meeting the regional needs of employers and communities.

Pūkenga | Have

Knowledge and Experience

- Recent experience in the sports management and the strength & conditioning industry **essential**
- Teaching experience at tertiary level **essential**
- Knowledge of curriculum development, preferably in the field of sports management and strength & conditioning **highly desirable**
- Experience in developing and/or delivering learning and teaching for a range of delivery modes, including face-to-face and online **highly desirable**.
- Experience of using educational technologies in learning and teaching practice. This may include, but is not limited to, learning management systems (e.g. Moodle/Blackboard), web conferencing & online facilitation tools (e.g. Adobe Connect, Wimba) and content authoring tools (e.g. Captivate, Camtasia, Articulate) **highly desirable**.

Skills

- **Essential:** Strong oral, written, interpersonal, and leadership skills; ability to plan and meet deadlines; good organizational and administrative skills; ability to design and implement curricula; proficiency with Microsoft Office suite and/or Apple platform.
- Proven ability to coordinate academic delivery and achieve successful student outcomes.

Special Aptitudes

- Team player within the program and faculty.
- Commitment to improving student learning skills and delivering quality programs.
- Ability to influence, build teams, collaborate, and manage workloads.
- Innovative, open to new ideas, and focused on creating a participative learning environment.
- Understanding and appreciation of cultural issues, including Maori language and culture.

Personal Attributes

- High professional judgment and integrity.
- Friendly, approachable, flexible, and responsive.
- Strong self-motivation and innovative mindset.
- Effective communication with learners, athletes, and stakeholders.
- Ability to establish meaningful two-way dialogue and bring out the best in learners and athletes.

Qualifications

- **Essential:** Bachelor's degree in sport and exercise science or related area, up-to-date First Aid certificate, full NZ Driver's License, legal entitlement to work in NZ.
 - **Highly Desirable:** Postgraduate qualification or interest in postgraduate study, teaching qualification or interest in further study.
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Waiaro | Be

Authentic and Inclusive: Promote an environment of inclusion and authenticity, where all contributions are valued. Be courageous disrupt inequities for all, including Māori, Pacific and disabled peoples. Hold the conviction that meaningful partnerships with Māori/iwi will contribute to progress for all.

Connected: Integrate waiora-sustainable thinking into your everyday mahi, meeting the needs of the present, without compromising our ability to meet our needs for the future.

Collective: Maintain a focus on results and delivery to build a sustainable, world class, vocational education and training network. Lean into transformation, challenge the status quo and choose courage over comfort to create better results for EIT Te Pūkenga, employers, ākonga and their whānau.

Self-Awareness: Accept change with confidence, understanding how to create the conditions you and others need to thrive. Demonstrate humility, be reflective and self-aware, always seeking to grow personally.

Ako: Hold lifelong learning as vital in connection, hauora, and continuous improvement both personally and professionally. No matter your role, recognise your mahi contributes to making a positive difference for our ākonga and their whānau, and their ability to create thriving communities. Recognise Te Tiriti o Waitangi as a powerful mechanism for taking positive action in Aotearoa, and a pathway to achieve equity for all.

Mana tāngata: Contribute to a connected, creative, compassionate workplace, where teams are committed to growth, learning and achieving our shared purpose. Contribute to maintaining a safe environment for learning and development, in all you do, including Te Tiriti, equity, academic and professional excellence. Recognise kaimahi and whānau wellbeing are interconnected, when we support personal and professional growth we contribute to Te Oranga/participation in society.