

Position title	VET Lecturer/Workplace Assessor Horticulture/Conservation & Land Management
Position number	6753
Position classification	Teaching Focused Academic – Level A
Organisational unit	Environmental Studies Team
Location	Casuarina Campus
Reporting to title	Team Leader Environmental Studies Team
Special provisions	<ul style="list-style-type: none"> • Appointment is contingent upon receipt of a satisfactory National Criminal History check and NT Working with Children clearance. • It is a requirement of the position for the occupier to hold a current clean NT drivers' licence. • Ability to travel to regional and remote locations and to work flexible hours as required. • Ability to work in oppressive climatic conditions for extended periods • The lecturer must possess the TAE40116 Certificate IV in Training and Assessment and/or its successor or equivalent qualification as outlined by Australian Skills Quality Authority Framework (ASQA). • Possession of TAELLN411 Address Adult Language, Literacy and Numeracy qualification or be willing to obtain within 6 months.

SECTION 1: Purpose of the role

The VET Lecturer/Workplace Assessor – Horticulture/Conservation & Land Management contributes to the VET teaching and assessment programs in campus classrooms/workshops/remote areas and/or the workplace environment, working under the Australian Skills Quality Authority (ASQA) and VET Quality Framework, the competency standards of the Agriculture/ Horticulture/Conservation and Land Management (AHC) Training Package and industry requirements. The position requires the timely and accurate completion of administrative tasks associated with training provision including the maintenance of accurate student records.

The VET Lecturer/Workplace Assessor – Horticulture/Conservation & Land Management focus is on training, customer service and student administration to our current students/apprentices/trainees. The position also contributes to growing the teaching business and to anticipate and respond to industry training requirements. As a member of the Environmental Studies Team it is an expectation of the occupant of the role to support colleagues, especially during peak periods of training and with any special projects of teaching and training undertaken by the team.

The VET Lecturer/Workplace Assessor - Horticulture/Conservation & Land Management plays an important role in achieving Team and College objectives through supporting colleagues, the Team Leader and the College Executive to achieve set out goals. The role works closely with all staff in the Environmental Studies Team and requires ongoing liaison with staff across the College and CDU to build operational and strategic partnerships.

SECTION 2: Key accountabilities

The following accountabilities 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, Horticulture and Conservation and Land Management (AHC) Training Package requirements, and to current industry standard.
- 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, encouraging and supporting 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.

Liaison and Communication

- 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 Automotive and Services Training Package and associated programs.
- Communicate 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, across the College, and internal and external stakeholders.
- Demonstrate professional behaviour and conduct whilst liaising and communicating with team members, College colleagues, and all internal and external stakeholders and whilst promoting the University and the Team.

Business Administration

- Record data and complete associated administrative tasks accurately, and in a timely manner including 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 prioritise 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, knowledge and Vocational Education Competency.
- Proficiently utilise 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.
- Flexibility, adaptability and initiative to support others in the Environmental Studies Team in line with skills base.

SECTION 3: Selection competencies

Essential competencies –

1. Possess a Certificate III or above level qualification in Horticulture or Conservation related discipline.
2. Current qualification equivalent to a Certificate IV in Training and Assessment (TAE40116) preferably with the units TAELLN411 Address adult language, literacy and numeracy skills or TAELLN401A Address adult language, literacy and numeracy skills and/or the ability to obtain competencies in additional core units as required.
3. Demonstrated experience providing training either within a workplace setting or educational institution and understanding of competency-based training and workplace assessment.
4. Experience in researching and developing training tools to meet needs of students and / or industry clients.
5. Demonstrated experience working independently and as part of a team.
6. Demonstrated competency with the Microsoft Office suite and other relevant software packages.
7. 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.
8. Extensive practical work experience in five (5) or more of the following areas which may be utilised for teaching:
 - Horticultural hard landscaping – installation and maintenance of paving, concreting and stone masonry.
 - Horticultural soft landscaping – installation and maintenance including planting, maintenance, soil improvements and plant nutrition
 - Computer Aided Design (CAD)
 - Turf installation and maintenance
 - Tree felling, chainsaws operation, pruning trees and shrubs
 - Irrigation design, installation and maintenance
 - Operate and Maintain Tractors, mowers, machinery operation and hand tools.
 - Chemical knowledge and application
 - Four-wheel drive vehicle driver training, operation and recovery
 - Botany- plant identification skills
 - Soil identification, testing, sampling and amendment
 - Pests, disease and weeds identification and a range of industry specific treatments
 - Nursery production experience -making and testing potting mixes, propagation, grafting, potting on, maintaining nursery plants and collecting seeds.
 - Production horticulture systems
 - Revegetation and natural area restoration and environmental protection
 - Fauna identification and biodiversity survey work
 - Software and Geographical Information Systems ARC GIS/ARC MAP, ESRI and Quantum GIS (QGIS).
 - Fire management within Northern Australia
 - Planned burning and fire suppression and or Certified Bushfire Training level FF1
 - Pest Management, animal trapping and animal ethics
 - Cultural experience in interpretive ranger or Indigenous protected area.
 - Fencing

Desirable competencies

1. Chemical accreditation
2. Possession of Diploma in Training and Assessment including LLN units and TAEASS502 Design and develop assessment tools.
3. Possess or have the ability to obtain a First Aid Certificate and apply first aid when necessary.
4. Knowledge of (or a wiliness to obtain) experience with the delivery of third-party accredited training and the associated Standards and Compliance for Registered Training Organisations
5. Possess or can obtain LR driver's license, and experience or training in 4WD operations.