

Lecturer - School of Nursing
Medical Surgical Nursing
Foundation Nursing

Position: 3 x Tenured, Full-time, commencing March 2008
Salary Grade: Academic Staff Member

BACKGROUND INFORMATION

Christchurch Polytechnic Institute of Technology (CPIT) is one of Christchurch's four major tertiary institutions and is located in the central city with a number of additional satellite campuses. It is the largest South Island Polytechnic and one of the biggest in New Zealand.

The Institution welcomes approximately 25,000 student enrolments each year as full and part-time, domestic and international, professional, paraprofessional and trades focussed. Over 2,000 staff teach and support learning in a wide range of vocational programmes varying from degrees, graduate diplomas, diplomas and certificates to short term modules, night classes and courses customised for business clients.

A challenging education environment demanding responsiveness to the needs of students and employers makes CPIT a dynamic and engaging place in which to work.

INTRODUCTION

The School of Nursing offers a range of programmes in nursing and health services support work.

The School has over 40 full time equivalent staff many of whom are actively involved in research. Support for ongoing professional development and research is offered to staff. The School has close relationships with the nursing and health communities and utilises clinical placements for students in the wider Canterbury and West Coast regions.

The three-year Bachelor of Nursing programme leading to nursing registration has two intakes of 70-110 students per year. The Bachelor of Nursing curriculum has recently undertaken a major review and staff are actively included in this process. The School offers a Competency Assessment Programme for Registered Nurses who have been out of nursing practice for over five years, and for Overseas Registered nurses.

At the post-registration level, the Graduate Certificate in Nursing Practice currently offers several specialty options which are taught in partnership with local health providers including the Canterbury DHB, Nurse Maude Association and Pegasus Health. As part of the TANZ (Tertiary Accord of New Zealand) partnership, level 8 papers are offered at CPIT.

Programmes at support work level include the one-year National Certificate in Mental Health Support Work, and a National Diploma in Mental Health Support Work. Since 2003, the School has offered a Certificate in Nursing for students wishing to achieve registration as a Nurse Assistant (Long-term Care and Rehabilitation), and NCNZ approval of a perioperative option is pending.

There are three positions currently available to teach predominantly in the Bachelor of Nursing in Foundation Nursing and/or Medical Surgical. The position will include teaching in theoretical and clinical courses. Opportunities to teach in other areas of the School will be negotiated depending on the interests, background and qualifications of the successful applicant.

PROFILE

The successful applicant will have:

- Registration in New Zealand and a current practicing certificate.
- A Masters degree in nursing or a related discipline.
- An interest in and commitment to education.
- A broad range of clinical skills including significant experience of not less than 3 years full-time equivalent nursing practice.
- The ability to apply knowledge of anatomy, physiology and pathophysiology to teaching

Preference will be given to applicants who have:

- Significant experience in nursing practice., including acute medical surgical areas
- A post-registration qualification in health assessment or equivalent.
- Vision, innovation and a commitment to nursing education and practice.
- The ability to work collaboratively and communicate effectively with staff, clinical agencies and students.
- Flexibility to work in a range of theoretical and clinical courses throughout the School.
- The ability to relate to students at the pre-entry, pre-registration and post-registration levels.
- The ability to contribute to the research outputs of the School.
- A commitment to bicultural understanding and to the Treaty of Waitangi.
- A commitment to meeting their obligations in regard to the CPIT employee profile which encompasses bicultural, international, disability, and environmental awareness; health and safety, a focus on students, teaching and learning.

RESPONSIBLE TO

- Year Leaders
- Programme Leader
- Head of School

KEY TASKS

1 Teaching

- 1.1 Teaching in theoretical courses and clinical practice throughout the School.
- 1.2 Preparation and review of course teaching material in collaboration with team members.
- 1.3 Setting and marking of student assessments (assignments, test papers, internal examination papers).
- 1.4 Ensuring that all assessments meet the quality assurance requirements set out in Faculty policies and guidelines and the Nursing Council's Standards for Registration.
- 1.5 Develop and manage resources that promote flexible deliver of learning material

2 Planning and Development

- 2.1 Contribute vision and innovation to the work team.
- 2.2 Develop and maintain communication and support networks within workplace areas.
- 2.3 Develop outcomes for clinical and fieldwork experience in consultation with other lecturers and professional colleagues.
- 2.4 Contribute to ongoing planning and curriculum development within the School and Faculty, taking a leadership role where appropriate.
- 2.5 Provide support and assistance to part-time staff in integrating theory to nursing practice/clinical experience, and ensuring School and CPIT policies are followed.

3 Administration

- 3.1 Plan and coordinate the administration and teaching in theoretical and professional practice courses.
- 3.2 Contribute to course, workgroup and other relevant meetings of staff.
- 3.3 Ensure student records are completed accurately and forwarded to the Faculty Administration.
- 3.4 Ensure all relevant policies, practices and procedures of CPIT and Faculty are followed.

4 Relations with Staff and Students

- 4.1 Maintain professional relationships with students to help meet individual learning needs.
- 4.2 Maintain professional relationships with staff to further overall objectives of the Faculty and CPIT.
- 4.3 Provide support and assistance to resolve conflict between students.

5 External Liaison

- 5.1 Maintain professional relations with lecturers of the Faculty of Health & Sciences, other allied Faculties servicing the School of Nursing and with personnel in the professional health-related community and clinical areas.
- 5.2 Develop and maintain relationships with academic colleagues in other tertiary education institutions.

6 On-going Professional Development

- 6.1 Use feedback on performance from students, peers and HOS to identify own educational needs and find opportunities to meet these.
- 6.2 Seek opportunities to maintain professional credibility and competence.
- 6.3 Consider obligations in regard to CPIT employee profile when setting professional development standards.
- 6.4 Negotiate professional development needs with the Head of School.

7 Research

- 7.1 Participate in school research activities.
- 7.2 Contribute to the research outputs of the School.

8 Contribution to CPIT Goals

- 8.1 Involvement in activities that will assist CPIT in achieving its strategic goals.

FOR YOUR FURTHER INFORMATION

1 Student Evaluation

Each lecturer is required to implement a system of obtaining from students, evaluation on the course in general and on their performance to assist professional development. Assistance is available in the School or through the Staff Development Coordinator.

2 Staff Appraisal

CPIT has in place a negotiated system of staff appraisal in relation to job performance. All staff are to take part in appraisal.

3 Probationary Period

Every lecturer appointed for the first time to a tenured (permanent) position must serve a probationary period of two years, which may be reduced in certain circumstances or extended for up to a further year. People appointed to limited tenure (fixed term) positions may be required to serve a probationary period. Confirmation of appointment at the end of the probationary period is by the decision of the Chief Executive Officer communicated in writing.

4 Staff Training

Academic staff who do not have a teaching qualification are required to enrol in the Certificate of Adult Teaching. School of Nursing staff teaching at Undergraduate degree level are required to have a Master degree or to complete a plan for completion of their qualification.

5 CPIT Profile

For CPIT to develop and prosper, all staff are expected to demonstrate a range of skills, knowledge and attitudes that contribute positively to the organisation's fundamental purpose which is to provide quality learning for students. We have an integrated approach to defining, describing and developing a positive learning culture among staff and we align this approach at all levels to the mission, values, goals and strategic direction of the institution.

6 Health and Safety

Applicants for positions are asked to declare and relevant health related needs or issues on the Confidential Information form provided to Human Resources with your application for appointment. This information is not used for short listing but we do expect you to discuss your needs as part of the interview process or when accepting an employment offer where this is relevant. Confidentiality is assured and applicants will not be differentiated on the basis of disabilities or health requirements unless these render applicants unable to undertake the task requirements. Employees may be required to undertake a health check where baseline data is needed for specific positions. Eg a hearing test for those involved in engineering workshops.

7 Employment Terms and Conditions

Appointment is within the terms of the employment law and for the first 30 days of employment CPIT is legally required to employ staff on the terms and conditions of the Academic Staff in Tertiary Education Collective Agreement (ASTE). Note: This collective agreement is currently being renegotiated.

At CPIT we also have another collective employment agreement which covers the terms and conditions of employment for academic staff members. It is negotiated by the Association of Teachers in Tertiary Institutes (ATTI). The law provides that after the first 30 days of employment, staff may join this union.

If the staff member joins a union (ASTE or ATTI), the terms of that union's collective agreement applies. If the staff member decides to not join a union, s/he remains on an individual agreement and we can mutually agree terms and conditions.

These rules are prescribed by the Employment Relations Act 2000. Our Human Resources Advisors are able to provide information as to choices where these apply, and staff members' rights and contractual obligations.

Commencing salary will depend on the appointee's qualifications and experience, and the particulars of the applicable agreement and the grade of the position. For this position an appointment may be made to the Academic Staff Members' (ASM) grade where the maximum salary currently is \$60,897(ASTE Agreement) or \$65,878 (ATTI Agreement).

Note:

In negotiations relating to commencing salary, appropriate consideration may be given to current market rates.

APPLICATION DETAILS

Applications for Appointment forms must be marked:

Tenured Lecturer- School of Nursing

Ref: FH 2976

Applications should be addressed to:

Senior HR Advisor
Christchurch Polytechnic
Institute of Technology
P O Box 540
CHRISTCHURCH

Email: hr@cpit.ac.nz
Phone: (03) 940-8623
Fax: (03) 940-8616

and forwarded in person, by post, or by fax.

***Applications Close
28 January 2008***

The standard application form attached provides the Institute with a common set of information about each candidate but applicants should not limit themselves to that form. Personal applications set out in the applicant's own style including a curriculum vitae and particular references to the job description and personal profile are welcomed.