



EOI Lecturers

King's Own Institute (KOI) is a leading private institution of higher education located in central Sydney and Newcastle, Australia, offering high quality accredited diploma, undergraduate and postgraduate courses in Accounting and Finance, Business, Management, Information Technology (IT), Economics, Statistic and Research, Law, and TESOL (Teaching English to Speakers of Other Languages).

KOI is looking for expressions of interest to join our Academic Lecturer team as Casual Lecturers in the discipline areas of:

- IT (UG and PG)
- MATESOL (PG)
- Business & Management (UG and PG)
- Accounting (UG and PG)
- Finance (UG and PG)
- Economics, Statistics & Research (UG and PG)
- Law (UG and PG)

The Lecturers' main purpose is to engage and contribute to the teaching program and undertake associated administrative duties.

Roles and Responsibilities:

- Contributes to the development of subject material and assessments in conjunction with the Subject Coordinator
- Deliver lectures, tutorials and workshops
- Mark assessments and communicate the results in a timely manner
- Provides academic advice to students related to the subject
- Assist in the development and ongoing quality assurance of the teaching program
- In conjunction with Tutors, identifies 'students at risk' by monitoring lecture and tutorial attendance recording and advice Head of Programs and Academic Manager
- In conjunction with Tutors, identify and report incidents of plagiarism or other academic misconduct to the Subject Coordinator, Head of Program and Academic Manager
- Participate in scholarship and professional activities
- Assists in supervising Tutors under the guidance from Subject Coordinator
- All other tasks as required

Essential Criteria

- PhD in a relevant discipline
- Demonstrated subject expertise in the areas of course teaching
- A minimum of three (3) years' experience in a similar position at other higher education providers
- Demonstrated capabilities in conducting research and publishing research results in peer-reviewed journals
- Experience or active engagement with industry in an area relevant to the field of study of the subject
- Strong commitment to student experience and student success
- Excellent interpersonal, communication and presentation skills
- Experience working with international students
- Demonstrated ability to work in a team and independently
- Familiarity with relevant information services and technologies (e.g. Moodle, TechOne)



- An understanding of academic scholarship e.g. assessment design and feedback
- Involvement in professional activities
- Commitment to EEO and WH&S principles

Desirable Criteria

- Professional experience in the subject and/or business disciplinary area
- Appropriate professional qualifications
- Membership of appropriate professional associations
- Experience in subject development
- Experience in course development and management
- Motivated towards professional advancement

Candidate **MUST** reside in either Sydney or Newcastle, NSW Australia

Candidate **MUST** have Full Working Rights in Australia

If this sounds like you and you are ready to take your career to the next level, please send through your CV and Cover Letter to our HR Department. human.resources@koi.edu.au

Only shortlisted candidates will be contacted.