



Faculty of Business and Law

Sessional Teaching Expression of Interest Form

This form is for applicants who are interested in teaching in the Faculty of Business & Law. ***In order for us to assess your suitability to teach, it is important that you provide as much information in this form as possible.*** Instructions on submitting your completed application are set out at the end of this form.

Note: This form is designed to gather the information required under [Section 5: Teaching Staff Qualifications and Professional Equivalency of the University's Teaching and Assessment: Code of Practice – Teaching](#). In addition, for professional business accreditation purposes, the Faculty of Business & Law has more stringent requirements for staff employed as lecturers.

Please allow up to 6 weeks to be notified of the outcome of your application. Successful applicants will be added to the Faculty's Sessional Teaching Database and, should a position become available, you will be contacted prior to the beginning of session. Please note that appointment in any teaching role is subject to student enrolment demands and will vary from session to session at each campus.

For your information, **teaching duties** can include the preparation of tutorials and laboratory classes to be presented, presentation of lectures and/or tutorials and laboratory classes, production of resource materials, marking, administration of relevant records and informal student consultation time. Marking is checking and reviewing work submitted by students and assigning a mark or level. Demonstrating is carrying out practical activities to illustrate principles. It is usually carried out under supervision of an academic staff member.

A. PERSONAL DETAILS

Title:	<input type="checkbox"/> Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss				
Family Name:			Given Name/s		
Mailing Address:	Street/PO Box				
	City/Town		Postcode:		
Preferred Contact Number:			Email address:		
Are you an Australian Citizen?	<input type="checkbox"/> Yes <input type="checkbox"/> No		Please tick if you identify as Aboriginal or Torres Strait Islander <input type="checkbox"/> Yes		
If no, please complete this section	Citizenship:			Country of Birth:	
	Do you have Permanent Residency in Australia? <input type="checkbox"/> Yes <input type="checkbox"/> No				
	If no, please indicate the type of Visa:				
<i>Note: Supporting documentation will be required</i>					

B. TEACHING INTERESTS AND PREFERENCES

B1. Academic Discipline				
<input type="checkbox"/> Accountancy	<input type="checkbox"/> Accounting Information System	<input type="checkbox"/> Auditing	<input type="checkbox"/> Banking	
<input type="checkbox"/> Business Analytics	<input type="checkbox"/> Business Communication	<input type="checkbox"/> Corporate Governance	<input type="checkbox"/> Economics	
<input type="checkbox"/> Finance	<input type="checkbox"/> Financial Planning	<input type="checkbox"/> Human Resource Management	<input type="checkbox"/> International Business	
<input type="checkbox"/> Management	<input type="checkbox"/> Marketing	<input type="checkbox"/> Public Relations	<input type="checkbox"/> Project Management	
<input type="checkbox"/> Strategy	<input type="checkbox"/> Supply Chain Management/ Logistics	<input type="checkbox"/> Sustainable Business	<input type="checkbox"/> Tax	
B2. Teaching and Location Preferences				
Teaching Preferences	<input type="checkbox"/> Tutor <input type="checkbox"/> Demonstrator <input type="checkbox"/> Lecturer			
	<input type="checkbox"/> AQF Level 9 (Masters) <input type="checkbox"/> AQF Level 8 (Bachelors Hons/Graduate Diploma/Graduate Certificate) <input type="checkbox"/> AQF Level 7 (Bachelors)			
Preferred Location/s	<input type="checkbox"/> Wollongong	<input type="checkbox"/> Sydney CBD	<input type="checkbox"/> Shoalhaven	<input type="checkbox"/> Sutherland
	<input type="checkbox"/> Bega Valley	<input type="checkbox"/> Eurobodalla	<input type="checkbox"/> Southern Highlands	<input type="checkbox"/> Liverpool

C. ACADEMIC QUALIFICATIONS

C1. Research Doctorate			
Type of doctorate:	<input type="checkbox"/> PhD	<input type="checkbox"/> DBA	<input type="checkbox"/> Other <i>(please specify)</i>
Specialisation:		Year Degree Awarded:	
Name of Awarding Institution		Country of institution:	
Title of Thesis:			

C2. Other Academic Qualifications				
Name of Qualification	Specialisation	Year Awarded	Awarding Institution	Country

C3. Other Qualification/s and/or Professional Development		
<i>If you have completed other qualifications (e.g., TAFE diploma) or professional development program/s in the last five (5) years that will support your application, please provide details below</i>		
Title of Qualification/Program	Year Completed/Undertaken	Name of Institution/Provider

C4. Current Studies	
<i>If you are currently enrolled in a course that will lead to an academic qualification, provide details below</i>	
Course *	
Specialisation	
Institution	
Anticipated year of completion	
* <i>If you are currently enrolled in a research doctoral degree, please provide evidence from your supervisor to indicate expected completion date</i>	

D. INTELLECTUAL CONTRIBUTIONS

Have you published any research that fits into any of the categories listed below?		
<input type="checkbox"/> Yes – please provide a complete list in your CV		
<input type="checkbox"/> No – please move on to Section E		
Articles in Peer Reviewed Journals	Case studies	Research Reports
Articles in refereed Practitioner Journals	Conference Presentations	Textbook authorship
Articles in conference proceedings	Research Grants or gifts	Software Development
Research Books and Monographs	Patents and Trademarks	Working Papers
Book chapters	Teaching case	Any other research publications.

E. PROFESSIONAL SERVICE

Have you undertaken any activities over the last 5 years to **share or use your knowledge for others**, e.g., delivering research or teaching seminars, organising committees for conferences, peer reviewer for Peer Reviewed Journals, any leadership positions such as service on boards of directors or advisory boards, roles on executive committees of professional associations, PASS leader, AIME mentor, CABLE leader, etc. Please provide details below.

Activity/Role	Event/Journal/Organisation/Group	Location	Month and Year

F. Professional Memberships and Registrations

F1. Current Professional Association Membership

Name of Association, e.g., AHRI, CIPS, AIPM, CPA	Membership Level, e.g., Fellow, Associate, Student, etc	Years of Membership	
		From	To

F2. Current Registrations/Certifications with Professional Bodies
(this refers to registrations/certifications which are required in order to practice, e.g., CPA, ACCA, LPAB, AHPRA, etc)

Professional Registration/Certification	Registration/ Certification Number	Certification Period		Country of Registration
		From	To	

G. Professional Experience

Please provide details of any relevant teaching or professional experience *over the last five (5) years*

Position Title	Name of Organisation	If a Teaching Role, include subjects taught	Year/s of Employment	
			From	To

Please forward the following to busadmin-enquiries@uow.edu.au:

- your completed application form,
- **certified** academic transcripts, and,
- a detailed CV that includes any additional information that supports your application.