



Casual Academic Teaching Employee Application Form

This form is for those interested in casual tutoring or demonstrating in a subject offered by the schools of the Arts, English & Media, Education, Geography & Sustainable Communities, Health & Society, Humanities & Social Inquiry and Psychology.

Please send the completed form to assh-schoolops@uow.edu.au.

Failure to include ALL requested information will prevent application from being processed.

Personal Details

Title	First Name	Surname
Employee Number (if applicable)	Student Number (if applicable)	
Address		Telephone
Email Address		
Citizenship	Country of Birth	
Visa Type (if applicable)		

Please provide supporting VISA documentation.

Qualifications

Degree Information

Please provide certified copies of your academic transcripts with this application. Documents can be certified by either a Justice of the Peace OR current UOW employee. UOW employees should provide the following details on the document copies; the statement 'original sighted', name, date, signature and employee number

Year Completed	Degree Title	Specialisation	University

Are you currently undertaking further study? If yes, please provide details. Yes No

Employment / Research Details

Tutoring/Teaching Experience

Please attach Curriculum Vitae (CV) and additional pages if required.



Employment / Research Details (cont'd)

If you are currently or have previously tutored at UOW please provide the following details;

Engagement Period (year/s) -

Faculty -

Academic Supervisor -

Research Experience

Please attach additional pages if required.

Referees

Please provide two referees

Name:

Name:

Position:

Position:

Contact
Phone:

Contact
Phone:

Email:

Email:

Preferred Locations

Batemans Bay

Southern Sydney

Bega

Southern Highlands

Shoalhaven

Wollongong

Subject Areas

School of the Arts, English and Media

Communications and Media

Performance and Theatre

Creative Writing

Photography

Digital and Social Media

Screen Media Production

English Literatures

Visual Arts

Journalism

Visual Communication/Graphic Design

Music/Audio Design & Production

School of Education

Assessment

Education - Inclusive

History

Autism

Education - Primary

HSIE

Behaviour Management

Education - Secondary

ICT

Curriculum & Pedagogy

Education - Sociology of

Language and Literacy

Dance

Education - Special

Mathematics & Numeracy

Drama

Educational Leadership

Music

Education - Aboriginal

Educational Psychology

PHE

Education - Adult

Educational Research

Science & Technology

Education - Early Years

English

TESOL

Visual Arts



Subject Areas (cont'd)

School of Geography and Sustainable Communities

Environmental Impacts	Geography	Sustainability
Environmental Management (including land and heritage management)	Human Geography Population & Migration Geographies	Urban Studies

School of Health & Society

Community Engagement	Practice in Mental Health
Community Work/Program	Practice w/ Aboriginal People
Counselling & Therapy	Practice w/ Children and Families
Criminology	Public and Population Health
Diversity	Risk Management/Specialist
Epidemiology	Social & Public Policy
Ergonomics	Social Determinants of Health
Food & Nutrition	Social Marketing
Health Promotion	Social Work
Occupational Hygiene	Statistics
	Workplace Health & Safety

School of Humanities and Social Inquiry

Academic Writing	History - European	Language - Japanese
Animal Studies	History - Global	Language - Spanish
Climate Change	History - Russian	Linguistics
Cultural Studies	History - Southeast Asian	Philosophy
Cultural Studies - Indigenous	History - US	Politics
Environmental Humanities	History - War	Power
Gender	Indigenous Studies	Race
Globalisation	International Relations	Research Methods
History - Ancient	Language - Chinese	Sociology - Science & Technology
History - Australian	Language - French	Sociology - Social Theory
History - Chinese	Language - Italian	Sociology - Sociology of Emotions
History - Colonial		

School of Psychology

Abnormality	Psychology - Applied
Cognition & Perception	Psychology - Clinical
History & Metatheory	Psychology - Forensic
Learning	Psychology - Fundamentals of
Personality	Psychology - Physical Activity & Health
Psychological Assessment & Intervention	Psychology - Social & Developmental
	Psychophysiology
	Statistics & Research Methods



Preferred Subjects

Availability

Sessions Available

Autumn (Feb-June)	Spring (July-Nov)	Summer (Dec-Feb)	Year/s available to work		
Days Available	Monday	Tuesday	Wednesday	Thursday	Friday

General Conditions

- I authorise any institution or organisation named on any document provided as evidence of my qualifications or work experience or which are named in this application, to release to the Faculty of Arts, Social Sciences & Humanities any personal information which they may hold about me for the purpose of verification of my supporting documents.
- Casual academic teaching employees are responsible to the Head of a designated academic unit and are assigned responsibilities by the Head. They are appointed to give tutorial instruction, or demonstrate in practical classes. They may be also required to assist in the marking of assignments, be available for consultations with students at specific times and assist in the preparation of teaching material and the organisation of classes.
- Terms of engagement are contained in the University of Wollongong (Academic Staff) Enterprise Agreement, 2019 and can be accessed at: <http://staff.uow.edu.au/personnel/awardagree/UOW016005.html>.
- In accordance with Clause 19 of the above Agreement, the University provides to the casual employee information on the type of employment, i.e. the appointment is on a casual basis, and informs the person of the terms of engagement in relation to the duties required, the number of hours required and the rate of pay for each class of duty required. This information is contained in the Casual Academic Authority.
- The University shall require academic casual employees to have the qualifications and experience appropriate to the relevant Position Classification Standard and to adduce evidence to demonstrate this. Engagement of casual employees is to be meritbased.
- **Induction:** Casual academic teaching employees will not be employed beyond one teaching session without attending the University's two hour casual induction training. Payment for attendance will be made at the ancillary hourly rate.
- **Teaching duties:** 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.
- I understand that my application will be shared with academic staff relevant to the subject areas I have selected for the purpose of recruitment.

I have read and accept the conditions that apply to my application employment as a casual academic employee of the Faculty of the Arts, Social Sciences & Humanities and declare that all the information I have given in this application is true and correct.

Signature _____

Date _____