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|------------------------|------------------------------------------------|
| <b>Position Title</b>  | Lecturer (Internship Coordinator)              |
| <b>Group/Portfolio</b> | Griffith Health – School of Applied Psychology |
| <b>Classification</b>  | Level B                                        |
| <b>Position Number</b> | 00062814                                       |
| <b>Reports To</b>      | Clinical Psychology Program Director           |
| <b>Employment Type</b> | Full time continuing                           |

## 1.0 Position Purpose

The position is part of the School of Applied Psychology and works closely with the Program Directors, Psychology Clinic Director, Psychology Clinic manager, clinic staff, postgraduate staff, and students. The position maintains a high standard of professionalism as a key first point of contact for Psychology Clinic Internships and Clinic placement experiences.

This position is required to manage the academic and operational processes to facilitate and support professional placements offered by the School of Applied Psychology within the Psychology Clinic (Gold Coast campus or Mt Gravatt campus).

## 2.0 Eligibility Requirements

- Postgraduate qualification in Clinical Psychology.
- Registration with the Psychology Board of Australia.
- Approved supervisor with the Psychology Board of Australia.

## 3.0 Key Responsibilities

- Foster an outstanding student experience and encourage active participation and engagement in learning and teaching across psychology postgraduate program suite facilitating high quality, student-centred learning activities.
- Continuously improve teaching practice through professional development and critical reflection informed by a range of evaluation approaches
- Foster innovation and a future-focused approach to support high quality learning and teaching outcomes for students evidenced by technology enhanced learning, problem oriented, authentic learning and assessment practices.
- Provide educational contributions through responsibility for academic courses.
- Liaise with Psychology Clinic Director and Program Directors regarding the requirements of clinic placements and practice-based learning material and assessment items.
- Coordinate placement experiences within the Psychology Clinic, including oversight of tasks assigned to interns and maintaining regular communications with supervisors and students regarding placement arrangements.
- Maintain a continual presence in the Clinic for guiding and supporting interns and to ensure that a psychologist is available on campus whenever client sessions are scheduled.
- Provide high-quality paired, individual, and group supervision for clinic interns.

- Prepare and organise Objective Structured Clinical Examinations (OSCE) for interns.
- Liaise with the Health Placement Support Hub to ensure all students meet mandatory requirements prior to commencing work with clients.
- Maintain secure storage of and up-to-date records in relation to student placement including the allocation, coordination and/or management of placements in SONIA
- Participate in Professional Psychology Advisory Group (PPAG) and Industry Advisory Board (IAB) meetings.
- Participate in selection of postgraduate psychology program applicants
- Lead and promote professional conduct and compliance with relevant legislation and University policies and procedures, including equity and health & safety and exhibit good practice in relation to same.
- Maintain registration as a psychologist and an endorsed supervisor with the Psychology Board of Australia and ensure that their own knowledge and skills remain current and relevant to the work undertaken.
- Be a leading example of the principles and values embodied in the University's Code of Conduct, and behave, act, and communicate at all times to reflect fairness, ethics and professionalism.

#### 4.0 Key Capabilities

- Griffith University identifies the attributes of resilience, flexibility, creativity, digital literacy and entrepreneurship as critical to our graduates' success, in the rapidly changing future world of work. We have established a Griffith University Capability Development Framework to provide a common language of some of the non-technical organisation skills that will support our staff to thrive now and into the future. The Capability Development Framework will assist you to understand the current skill level of this position in the non-technical but critical skill domains that are increasingly important in a changing workplace context.

To read about some of the non-technical organisation skills for this position, please see the Leads Others section of our [Capability Development Framework](#).