

# POSITION DESCRIPTION

## Director, Education Quality, Standards & Integrity



### POSITION DETAILS

Position Title	Director, Education Quality, Standards & Integrity
Classification	Senior
Position Number	7008772
School/Office	Quality and Integrity
Division	Education & Students

### POSITION PURPOSE

The Director, Education Quality, Standards & Integrity is a critical leadership role within the PVC, Quality and Integrity (PVCQ&I) Portfolio, responsible for providing high-level leadership and management expertise in the strategic development and implementation of educational compliance, quality assurance and enhancement processes across the University.

The position is accountable for ensuring the University, its entities and third-party providers, satisfy external educational standards, including adherence to the Tertiary Education Quality and Standards Agency (TEQSA) Act, the Higher Education Standards Framework (HESF), the Australian Qualifications Framework, the Educational Support of Overseas Students Act and renewal of associated registrations by TEQSA.

The position provides strategic advice to the University's senior executive and managers on curriculum, review, quality assurance and award integrity policies, processes and improvements and educational regulatory compliance in relation to both domestic and international students and academic initiatives. In addition, the position provides and develops high-level strategic policy advice on government, sector and institutional issues, policies and practices in relation to matters affecting the University.

The Director, Education Quality, Standards & Integrity provides strategic and operational leadership to two expert teams: Education Quality Enhancement & Assurance and Curriculum Quality and Design. These teams are responsible for regulatory, curriculum and program reviews, designing and enhancing curriculum in line with emerging best practice, education quality compliance, promoting and embedding a culture of self-assurance and award integrity, and other strategic review, quality assurance and improvement initiatives. The role maintains specialist Higher Education compliance knowledge and expertise within the University and undertakes complex research and reviews on

academic matters to develop reports and submissions on behalf of the Pro Vice-Chancellor, Quality and Integrity.

## KEY ACCOUNTABILITIES

1. Provide strategic advice and recommendations to the PVC Q&I, DVC Education & Students and University Committees as appropriate in the leadership and development of systematic education and curriculum quality, self-assurance, review and improvement processes and cycles to ensure that the University meets its legislative educational compliance obligations.
2. Provide strategic advice to the PVC Q&I and DVC Education & Students about policies and procedures that support the University's strategic directions and initiatives.
3. Provide strategic leadership and manage the development of appropriate policies and procedures based on the Higher Education Standards Framework and National Code that ensure the quality of educational offerings and the student experience across WSU.
4. Undertake highly complex research, benchmarking and reviews on matters relating to the Division of Education and Students' regulatory responsibilities and provide detailed advice and analysis.
5. Provide updates to the WSU Executive on the status of institutional compliance with TEQSA requirements, including emerging risks and mitigation activities.
6. Provide leadership for and manage quality assurance activities across the University, including the conduct of reviews, cyclical institutional reporting, third-party provider arrangements and other quality assurance and educational compliance matters.
7. Provide supervision and leadership of staff to ensure high performance by developing appropriate performance and development plans and conducting regular reviews.
8. Prepare reports and submissions to various University committees and external organisations. Be an active and effective member of relevant University committees as per the committees' membership and terms of reference.

## QUALIFICATIONS, EXPERIENCE AND SKILLS

1. Tertiary qualifications relevant to the duties of the position together with extensive experience in a large, complex organisation, and significant relevant professional experience.
2. Expert knowledge of higher education legislative and regulatory frameworks and experience in the implementation of quality assurance and improvement policies and procedures, to ensure that a large complex University with multiple entities remains compliant.
3. High-level strategic analysis, planning and quality management skills, including the ability to develop effective and integrated strategies to ensure consistent and coherent application of policy and practice across diverse and multi-faceted organisational units and activities.
4. Demonstrated ability to design, develop and implement complex processes and procedures that are effective in supporting the strategic direction of the organization, are aligned with external requirements and are efficiently managed across multiple internal stakeholders.
5. Demonstrated high-level consultation, facilitation and negotiation skills to manage competing priorities.
6. Demonstrated high-level written communication skills, including the ability to interpret complex issues appropriately and produce synthesised commentary and advice.
7. Experience in effective staff management, including the development of performance and development plans and the conduct of staff reviews.

## KEY RELATIONSHIPS

- **This position reports to:** Pro Vice-Chancellor, Quality and Integrity
- **This position supervises:** Manager, Education Quality Enhancement & Assurance (HEW 9),

Manager, Curriculum Quality and Design (HEW 9) and Education Quality, Standards & Integrity Support Officer (HEW 6)

- **Key internal relationships:**
  - PVC Quality and Integrity
  - Office of the DVC Education and Students
  - Office of the PVC Learning and Teaching
  - Office of the PVC Global Partnerships and Transnational Education\
  - Office of the General Counsel
  - Student Administration and Registrar's Office
  - Executive Director, Internal Audit and Risk
  - Executive and Senior Staff within other Divisional Offices, Faculties, Schools, and Institutes
  
- **Key external relationships:**
  - Higher Education Sector, including TEQSA.
  - Educational and Third Party Partners.

## CHALLENGES

- Navigating competing priorities across multiple stakeholder groups while maintaining service quality.
- Responding to evolving student needs and expectations in a hybrid learning environment.
- Ensuring compliance with complex and changing regulatory frameworks.
- Driving innovation in service delivery within constrained budgets and resources.

## UNIVERSITY EXPECTATIONS

The University expects that all employees are aware of, and comply with legislation and Western's policies and procedures relevant to the position, including but not limited to:

- Code of Conduct
- Work Health and Safety and Wellbeing Management System
- Enterprise Agreement or Award
- Anti-discrimination principles, Equal Employment Opportunity and staff and student equity.

**Approved by: Office for People and Culture**

**Date: 07.05.2026**