



The University of Waikato Te Whare Wānanga o Waikato

POSITION DESCRIPTION

Lecturer

Reports to:	Deputy Head of School
Division:	Te Wānanga Toi Tangata Division of Education
Tenure:	Permanent
Location:	Hamilton
Date:	May 2026

Vision

Ko te tangata

A research-intensive university providing a globally connected, innovative and inclusive studenty experience in an environment characterised by a commitment to diversity, respect for Indigenous knowledge, and high levels of community engagement.

Values

Ko te mana o Te Whare Wānanga o Waikato ka herea ki tō tātou:

- Tū ngātahi me te Māori
- Mahi pono
- Whakanui i ngā huarahi hou
- Whakarewa i te hiringa i te mahara

The University of Waikato places a high value on:

- Partnership with Māori
- Acting with integrity
- Celebrating diversity
- Promoting creativity

1. GENERAL

Te Wānanga Toi Tangata Division of Education provides innovative approaches to both education and educational research. The Division comprises a number of arms of expertise:

- Te Kura Toi Tangata School of Education offers a range of programmes in areas of initial teacher education, education and society, counsellor education, social work, disability and

May 2026

inclusion, human development, educational leadership, digital learning and teaching English to speakers of other languages.

- Wilf Malcolm Institute of Educational Research ensuring the successful management, completion and dissemination of research.
- Te Whai Toi Tangata Institute of Professional Learning provides high quality professional learning opportunities.
- Poutama Pounamu promotes contexts for change where equity, excellence and belonging can be realised.

This position is based in Te Kura Toi Tangata School of Education and may involve teaching online or at both our Hamilton and Tauranga Campuses.

Te Kura Toi Tangata School of Education offers quality academic programmes in social sciences in education and initial teacher education at undergraduate level, and a range of programmes across both taught and research postgraduate. Our programmes are research-informed and delivered through high quality academic staff catering for domestic and international students. As a leader of education in New Zealand, we are committed to enhancing education through teaching, research and professional services.

2. POSITION PURPOSE

To contribute to the teaching, postgraduate supervision and administration requirements of the School, maintain and develop original scholarship and research, and undertake professional/community/iwi service activities relevant to the profession or discipline.

3. ACCOUNTABILITY

The Lecturer is responsible to the Vice-Chancellor through their Head of School, or equivalent who in turn is responsible to the Vice-Chancellor through the appropriate Pro Vice-Chancellor.

4. KEY RELATIONSHIPS

Pro Vice-Chancellor
Head of School
Deputy Head of School
Academic Lead Initial Teacher Education
Associate Dean Māori
School Manager
Programme Leads
Other School and Division staff
Students
Relevant Research Institutes and Centres and external research agencies
External stakeholders

5. KEY RESPONSIBILITIES

Having regard to the aims, objectives and long-term strategic goals of the School, Division and University, the primary objectives required of a Lecturer include the following:

Teaching and Learning

- Prepare and deliver research-informed lectures and/or seminars and, as appropriate, conduct and/or co-ordinate tutorials, practical classes, demonstrations, or workshops.
- Contribute to or be responsible for paper convening and teaching. This includes: administration; initiating and developing material; appraisal, review and evaluation of programmes and papers; development of the curriculum; developing and delivering on-line papers, where appropriate; and updating teaching resources and materials
- Carry out marking and assessment activities including the setting of examinations.
- Be readily available to advise and meet with students including maintaining regular office hours.
- Supervise honours, graduate and postgraduate students.

Research

- Maintain an active research programme and conduct quality research and contribute to knowledge development through scholarship and publication. This will include involvement in research projects and attendance and presentation at academic conferences and may include leadership of a research team and/or obtaining internal or external research funding for specific projects.
- Build and maintain national, and preferably international, research collaborations which enhance the profile and reputation of the University.
- Where appropriate, contribute to applications for external research funding and knowledge transfer and commercialisation activities.

Service and Administration

- Participate in professional and/or community/iwi and/or outreach activities relevant to the School.
- Carry out broad administrative functions including active and constructive participation at Programme and School meetings and undertake administration, planning and/or committee work where appropriate.

Other

- Participate in the maintenance of a safe and healthy work environment for self and others including students. Comply with and undertake responsibilities set out in the University's Health and Safety Policy.
- Any other duties that are consistent with the position held, other than in exceptional circumstances such as rehabilitation after injury or sickness.

NOTE: Staff have annual objectives, development and reflection (ODR) meetings with their line manager. New staff normally attend such a meeting approximately three months after taking up their appointment.

6. PERFORMANCE STANDARDS

The Lecturer will be performing satisfactorily when:

- Teaching and associated duties are fulfilled to a high level as defined by School norms and expectations including paper appraisal and teaching evaluation.

- Student learning, at all levels, is appropriately facilitated in accordance with School, Division and University goals and objectives.
- Personal and/or team research and scholarship activities yield demonstrable outcomes normally evidenced by continued publications in books and refereed journals, presentation or publication of conference papers and/or performance/works of art/other non-print media outcomes, as appropriate.
- Research collaborations are developed.
- Regular contributions are made to appropriate professional and/or community/iwi groups and/or in a public service or University or national representation capacity.
- Regular contributions are made to the School administration, as appropriate, relative to workload norms and expectations.
- Safe and healthy work practices are followed. University policies and procedures, relevant work standards and statutory obligations are complied with.

PERSON SPECIFICATION

EDUCATIONAL QUALIFICATIONS

Essential

- A PhD or working towards completion in a relevant discipline.
- Appointment may be made subject to completion of a doctoral degree within a defined time frame.
- A professional Master's degree in counselling or a cognate area of professional practice.

TRAINING, SKILLS AND KNOWLEDGE

Essential

- Ability to provide a significant contribution to the professional counsellor education programmes.
- Ability to provide high quality supervision of Master's and PhD students, particularly in the broad discipline of counselling.
- Broad and in-depth knowledge of the following areas:
 - Narrative therapy
 - Social constructionist theory and post structuralist philosophy for narrative practice
 - Te Tiriti o Waitangi and whakaaro Māori
 - Practices of narrative mediation
 - Counselling supervision
 - Counselling ethics
- Recent counselling practice and professional supervision experience, and evidence of contribution to the enhancement of professional practice and community.
- An established record of research and publishing in counselling at a national and/or international level and an active programme of scholarship.
- Membership of New Zealand Association of Counsellors or another relevant professional association.
- Demonstrated commitment to using innovative teaching methods and materials e.g. online and distance teaching practices, team teaching skills.
- Proven ability to communicate and work effectively with colleagues, other staff and students.
- Ability to apply information and communication technologies to achieve desired outcomes and maintain and update these skills.
- Ability to make a significant contribution to School and Division administration where appropriate
- Effective administrative and time management skills.

Preferred

- Experience in projects that have attracted external research funding, and/or project leadership.
- A broad range of teaching skills, including the ability to lecture to large numbers and conduct small group seminars and tutorials effectively.
- Broad and in-depth knowledge of the following area:

- Group work practice
- Addictions Counselling

PERSONAL QUALITIES

- Self-motivation and a pro-active approach including a demonstrated commitment to innovation.
- Demonstrated capacity to work effectively as a member of a team.
- Proven ability to maintain a professional approach while under pressure.
- Ability to relate effectively and sensitively to students and staff from a variety of backgrounds and cultures.
- Commitment to a culture of openness, flexibility and cooperation to achieve excellence in academic programmes, research and service.
- A commitment to equal opportunity and to the University's partnership with Māori as intended by Te Tiriti o Waitangi.