Position Description

Theology Tutor (Part Time)
(Classification: Level A – Associate Lecturer or above)

Role
The key responsibility of this faculty position is to undertake tutoring in the theology department of Alphacrucis College (AC). The role is open to all applicants with Higher Education theology study, and it is suitable for someone who is undertaking, or plans to undertake, postgraduate studies in theology.

Preferred Qualifications
1. Completion/near completion of Master’s Degree (desirable), completion/near completion of BTh or equivalent (essential).
2. Commitment to the Christian faith that informs one’s professional and personal choices and commitments.
3. Affinity with the values and traditions of AC as a Pentecostal college.
4. Evidence of administration and IT skills;
5. Understanding of the mission of vocational and higher education within the church;
6. Proven leadership, people and communication skills.

Responsibilities
The role of Theology Tutor includes:

a. Marking and provision of assessment feedback to students within Higher Education and Vocational Education Training programs;
b. Facilitation and administration of face to face and online theology subjects;
c. Subject development and administration, including lecture recording, under supervision of the Dean of Theology;
d. Assisting teaching (lecture preparation and delivery) within Higher Education and Vocational Education Training programs under supervision of the Dean of Theology;
e. IT tasks related to marking, Moodle administration, and reporting of data;
f. Continued professional engagement in the discipline area by ongoing study and research;
g. Attending relevant committee meetings, and participation in college life;
h. Representing AC to the Christian community and general public as opportunity and occasion warrant;
i. Maintaining office hours at the relevant campus adequate to achieve necessary contact with students and fulfil academic responsibilities.

Reporting:
The faculty member reports to the Dean of Theology.

Enquiries
Please direct applications and résumés to andrew.youd@ac.edu.au