



ADVERTISEMENT

QUALITY OFFICER

The Australian College of Theology (ACT) is a self-accrediting Higher Education Provider dedicated to providing leadership and supporting its affiliated colleges to offer high-quality education and research in theology and Christian practice. It offers courses to approximately 3,000 students through a national network of 17 affiliated colleges.

We are seeking a permanent Quality Officer to be employed full-time from October 2015 within the ACT's administrative office located in the Sydney CBD. A fractional appointment might also be considered at three or four days per week. The successful candidate will lead the deployment of the ACT's quality management system and serve as Executive Officer of the Academic Quality Committee.

We are looking for someone with excellent oral and written skills, relational skills to liaise with staff at affiliated colleges, awareness of the higher education quality environment, and experience and skills in the interpretation of academic and student data.

The successful candidate will be responsible for the analysis and interpretation of data arising from student and graduate surveys, including the Quality Indicators for Learning and Teaching survey suite.

The successful candidate will oversee the work of the Projects Officer-Quality Assurance within the Academic Services team.

He or she must have an affinity with the values of the College.

Applications for the above position close on Wednesday 30 September 2015 and will not be accepted unless they address the criteria listed in the duty statement which can be obtained by contacting the CEO, the Rev Dr Mark Harding, at the street or email address below.

The Rev Dr Mark Harding
Dean and CEO
Australian College of Theology
Level 10
257 Clarence Street
SYDNEY NSW 2000

or by email to careers@actheology.edu.au