

QUT Law School

Sessional Academic Staff Application Form

To be considered to be part of the approved pool of sessional academic staff in the Law School, this form must be completed and submitted, along with your CV, certified copies of relevant academic records and one (1) written reference. If you are considered to be a suitable applicant, in light of the particular teaching needs of the Law School at the time, an interview with the Law School will be arranged. Interviews will generally occur in late April and October of any year.

Applicant's Details

First Name: _____ Surname: _____

Email: _____

Postal Address: _____

_____ P/code: _____

Telephone Numbers Home: _____

Work: _____

Mobile: _____

Teaching/Training Experience

Please describe any substantial teaching/training, instructional or assessment experience you have had, such as workplace training, tertiary teaching/tutoring etc.

Year taught or dates of delivery	Institution/Organisation	Name/Title of Course or Unit	Please provide details of any duties undertaken:

If not enough space is provided, please attach a separate page

Preferred Areas of Teaching

Please list those subjects or discipline areas in which you are qualified and experienced to teach (list any number of units you would be happy to be involved in). To help you complete the application form, please refer to the law units outlined on our [Law and justice short courses page](#). Units taught by the Law School will typically begin with LLB, LLH, LWN or LWS

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

If not enough space is provided, please attach a separate page

Availability

Please indicate days and times you would be available for teaching (note specific times if you wish). Classes are normally held anytime between 8am-9pm.

	Monday	Tuesday	Wednesday	Thursday	Friday
Day (9am – 3pm)					
Afternoon (3pm – 6pm)					
Evening (6pm – 9pm)					

Please provide any comments you may have about your availability:

Teaching Preferences

Please indicate whether you are prepared to participate in the following activities:

Lectures:

Tutorials:

Marking:

Professional Development

Please indicate whether you wish to participate in professional development activities (e.g. training)

Yes:

No:

Referees

Please provide the name and contact details for two referees who are familiar with your work

Name	Position	Address	Phone Number

Please also provide at least one (1) written reference. This should be from an appropriate person who is able to support your suitability for teaching and addressing students.

Before submitting your application please check the following:

- I have completed the application form
 - I have attached a copy of my CV
 - I have attached certified copies of my relevant academic records
 - I have attached a written reference
-

Return to: Sessional Academic Staff Pool
 QUT Law School

By Post: GPO Box 2434
 Brisbane QLD 4001

By email: lawschoolsupport@qut.edu.au

Once your application has been received, you will receive email confirmation.