Lecturer Higher Education

**Position Description**

Melbourne Centre for the Study of Higher Education
Melbourne Graduate School of Education

**POSITION NUMBER** 0056713

**UOM CLASSIFICATION /SALARY** Level B $110,236 - $130,900 per annum (pro rata for part-time)

**SUPERANNUATION** Employer contribution of 17%

**WORKING HOURS** Full-time (1.0FTE)

**BASIS OF EMPLOYMENT** Fixed Term available for three years
Work Focus category: Teaching and Research

**HOW TO APPLY**

Go to [http://about.unimelb.edu.au/careers](http://about.unimelb.edu.au/careers), under Current staff or Prospective staff, select the relevant option (‘Current Opportunities’ or ‘Jobs available to current staff’) and search for the position by title or number.

Indigenous applicants are encouraged to apply.

**CONTACT FOR ENQUIRIES ONLY**

Professor Chi Baik
+61 3 8344 4212
cbaik@unimelb.edu.au

*Please do not send your application to this contact*

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For information about working for the University of Melbourne, visit our website: [about.unimelb.edu.au/careers](http://about.unimelb.edu.au/careers)
THE UNIVERSITY OF MELBOURNE

Established in 1853, the University of Melbourne is a leading international university with a tradition of excellence in teaching and research. The main campus in Parkville is recognised as the hub of Australia’s premier knowledge precinct comprising eight hospitals, many leading research institutes and a wide-range of knowledge-based industries. With outstanding performance in international rankings, the University is at the forefront of higher education in the Asia-Pacific region and the world.

The University of Melbourne employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.

Find out more about the University’s strategy, Advancing Melbourne, at https://about.unimelb.edu.au/strategy/advancing-melbourne

MELBOURNE GRADUATE SCHOOL OF EDUCATION

The Melbourne Graduate School of Education (MGSE) fosters staff productivity, growth and engagement in a collective effort to enrich the contribution that education makes to society. We conduct research and teaching that leads to the transformation of education practice both within and beyond the profession. MGSE stimulates learning that enriches the potential of students from around the world, enabling meaningful careers and profound contributions to communities. We provide research leadership, setting the direction for high-impact, innovative and responsive research that addresses the pressing issues of our time. We lead purposeful engagement with society, sharing our resources and expertise as part of collaborative efforts to build a resilient, equitable and sustainable future.

MELBOURNE CENTRE FOR THE STUDY OF HIGHER EDUCATION

The Melbourne Centre for the Study of Higher Education (Melbourne CSHE) is a leading national and international centre for higher education research and has significant responsibility for the provision of professional development for staff in teaching and learning across the University of Melbourne.

While based within the Melbourne Graduate School of Education, the Melbourne CSHE supports the professional development of University of Melbourne staff through its suite of programs, activities and resources. The Lecturer will make an active contribution to professional development of staff by coordinating and contributing to the professional development programs and events run by the Centre; and developing stand-alone resources for professional development. The Lecturer will be expected to draw on the latest educational policy and research in the contribution to professional development programs, activities and resources. It is expected that the Lecturer will undertake research in one of the Centre’s research priority areas.

The Lecturer will be actively involved in all activities of the Centre and be engaged across the University. This role reports to the Deputy Director of the Melbourne CSHE.
EQUAL OPPORTUNITY, DIVERSITY AND INCLUSION

The University is an equal opportunity employer and is committed to providing a workplace free from all forms of unlawful discrimination, harassment, bullying, vilification and victimisation. The University makes decisions on employment, promotion and reward on the basis of merit.

The University is committed to all aspects of equal opportunity, diversity and inclusion in the workplace and to providing all staff, students, contractors, honorary appointees, volunteers and visitors with a safe, respectful and rewarding environment free from all forms of unlawful discrimination, harassment, vilification and victimisation. This commitment is set out in the University’s People Strategy 2015-2020 and policies that address diversity and inclusion, equal employment opportunity, discrimination, sexual harassment, bullying and appropriate workplace behaviour. All staff are required to comply with all University policies.

The University values diversity because we recognise that the differences in our people’s age, race, ethnicity, culture, gender, nationality, sexual orientation, physical ability and background bring richness to our work environment.

OCCUPATIONAL HEALTH AND SAFETY (OHS)

All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct.

OHS responsibilities applicable to positions are published at:
http://safety.unimelb.edu.au/people/community/responsibilities-of-personnel

These include general staff responsibilities and those additional responsibilities that apply for Managers and Supervisors and other Personnel.

ABOUT THE ROLE

Position purpose:

The position of Lecturer in Higher Education will make effective contributions to the Melbourne CSHE’s professional development activities, research and research training, engagement and leadership and service, within research and teaching areas nominated by the Melbourne CSHE and relevant to your knowledge and expertise.

The Lecturer will conduct research and be involved in research projects in an area that is central to one of the research foci of the Centre: the student experience; teaching and learning; and higher education. The successful applicant will contribute to the research performance of the Melbourne Graduate School of Education through publications of articles, supervision of graduate research students and securing research funding.

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The Lecturer will be actively involved in all activities of the Centre and be engaged across the University. This role reports to the Deputy Director of the Melbourne CSHE.
Core Accountabilities:

1.1 TEACHING AND LEARNING
- Lead and/or make a significant contribution to the development, review and evaluation of evidence-based professional development programs and resources produced by the Melbourne CSHE;
- Coordinate and contribute to the delivery of professional development programs offered by the Melbourne CSHE, primarily in the areas related but not limited to teaching, learning and assessment in Higher Education, educational research and evaluation methods, and the use of digital technologies in higher education;
- Advance the relevance and academic standing of the professional development courses, activities and programs offered by the Melbourne CSHE;
- Complete administrative tasks associated with program delivery;
- Monitor, support and contribute to evaluation and continuously improve quality of CSHE programs.

1.2 RESEARCH AND RESEARCH TRAINING
- Develop and maintain a program of research that is of significance in the area of higher education, can attract funding, and lead to research outcomes that are published in national and international outlets;
- Disseminate research in high impact peer reviewed journals, scholarly books, and other appropriate outlets;
- Apply for and attract competitive research funding;
- Maintain and expand knowledge of current research, resources and practice in the field of higher education.
- Meet and/or exceed MGSE research activity minimum criteria;
- Participate in relevant research projects, independently or as an active team member;
- Supervise and contribute to the supervision of Graduate Research students;
- Actively participate in research seminars, and national and international conferences.

1.2 LEADERSHIP AND SERVICE
- Assist in ongoing professional development of colleagues and support sessional staff, as necessary;
- Proactively contribute to CSHE, MGSE, the broader University and the discipline through appropriate leadership and service opportunities, such as participation on committees, project and working groups, and taking an active role in meetings and performing coordination and leadership roles;
- Identify and participate in relevant professional and community associations, including participation in meetings, advisory/editorial boards of professional societies.
SELECTION CRITERIA

Essential

- A doctoral degree in education or in a cognate discipline area;
- Demonstrated ability to coordinate and deliver professional development activities and/or produce evidence-based resources on teaching, learning and assessment in higher education;
- Demonstrated expertise in using quantitative research methodologies for educational research and/or program evaluation;
- Strong record of research publications;
- Demonstrated capacity to attract research funding and to manage research projects;
- Knowledge of contemporary theoretical and policy debates and practice within higher education;
- Demonstrated ability to work collaboratively and constructively in teams, including multidisciplinary teams;
- Ability to apply excellent written and oral communication skills for various purposes and audiences.

Desirable

- Strong digital literacy, in line with the University’s commitment to digital pedagogies in research, learning and teaching;
- Experience in community engagement with a capacity to build local and international networks and partnerships;

Other job-related information:

Special Requirements

- Unrestricted right to work in Australia;
- Any offer of employment will be conditional upon receipt and maintenance of a valid Working with Children Check;
- Some out of hours work will be required; and
- This position is based at the Parkville site. Travel to other sites may be required.