

## POSITION DESCRIPTION

School of Computing and Information Systems  
Faculty of Engineering and Information Technology

### Senior Lecturer / Associate Professor in Digital Ethics

*In line with the special measure H103/2014 provided for under section 12 of the Equal Opportunity Act 2010 (VIC), the Faculty of Engineering and Information Technology strongly encourages applications from suitably qualified female candidates.*

<b>POSITION NO</b>	0054189
<b>CLASSIFICATION</b>	Senior Lecturer (Level C) Associate Professor (Level D)
<b>SALARY</b>	Level C; \$ 131,739 - \$151,900 p.a. Level D: \$158,624 - \$174,754 p.a. (pro rata for part-time)
<b>SUPERANNUATION</b>	Employer contribution of 17%
<b>WORKING HOURS</b>	Full Time
<b>BASIS OF EMPLOYMENT</b>	Continuing
<b>OTHER BENEFITS</b>	<a href="https://about.unimelb.edu.au/careers/staff-benefits">https://about.unimelb.edu.au/careers/staff-benefits</a>
<b>HOW TO APPLY</b>	Online applications are preferred. Go to <a href="http://about.unimelb.edu.au/careers">http://about.unimelb.edu.au/careers</a> , select the relevant option ('Current Opportunities' or 'Jobs available to current staff'), then find the position by title or number.
<b>CONTACT FOR ENQUIRIES ONLY</b>	<a href="#">Associate Professor Jenny Waycott</a> Tel +61 3 8344 8964 Email <a href="mailto:jwaycott@unimelb.edu.au">jwaycott@unimelb.edu.au</a> <i>Please do not send your application to this contact</i>

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

## ***Acknowledgement of Country***

The University of Melbourne acknowledges the Traditional Owners of country throughout Australia. The University recognises the unique place held by Aboriginal and Torres Strait Islander peoples as the original custodians of country and their continued connection to the land, waterways, songlines and culture. The University respects all Aboriginal and Torres Strait Islander People and warmly embrace those students, staff, Elders and collaborators who identify as First Nations.

## ***FEIT's Commitment to Diversity and Inclusion***

The Faculty of Engineering and Information Technology (FEIT) is committed to creating a diverse and inclusive environment that welcomes and values all people. We recognise that diversity is essential in contributing to the success of FEIT. Women, Aboriginal and Torres Strait Islanders, the LGBTIQ+ community, people living with disability and those from a culturally and linguistically diverse background, are strongly encouraged to apply. Those seeking support in submitting an application are welcome to contact the Faculty HR team at [feit-hr@unimelb.edu.au](mailto:feit-hr@unimelb.edu.au)

## **Position Summary**

The Faculty of Engineering and Information Technology (FEIT) is seeking an emerging academic leader with expertise in ethics related to the design of technology and its societal impacts to join the School of Computing and Information Systems (CIS).

You will have a substantive position in the School of CIS. You will join a world-class research group in computing and information systems, with strong links to the [Centre for AI & Digital Ethics \(CAIDE\)](#). You will have the opportunity to interact closely with internationally respected groups within the School across human-computer interaction, information systems, artificial intelligence, and computer science, as well as colleagues in CAIDE, Melbourne Law School, the School of Mathematics and Statistics, the Melbourne School of Psychological Sciences, and the School of Social and Political Sciences.

You will be an aspiring leader in digital ethics research, with ambition to publish in high quality journals (for example, Ethics and Information Technology, New Media and Society, The Information Society, Philosophy & Technology, ACM Transactions on Computer-Human Interaction) and key conferences across digital ethics (typified by FAccT, CHI, CSCW, GROUP, and other relevant venues). You will be seeking opportunities to mentor research students and secure independent grant funding to support a program of research, in collaboration with colleagues in the School.

You will also contribute to CIS teaching in digital ethics and related subjects. You will teach into programs including the Master of Information Technology, the Master of Information Systems, the Master of Business Analytics (joint with the Melbourne Business School), the Master of Data Science, and other graduate, undergraduate and professional development programs, and take on administrative roles commensurate with the position.

# 1. Selection Criteria

## 1.1 ESSENTIAL

- ▶ A PhD in a discipline relevant to digital ethics or related fields, e.g., human-computer interaction, computer science, information systems, philosophy, sociology, or other relevant disciplines;
- ▶ Evidence of a significant leadership role of a research team with excellent ability to manage collaborative projects and research activities, involving the management of personnel, timelines and budgets, and relationships with various stakeholders;
- ▶ Building a national or international reputation in digital ethics evidenced through a significant track record of publications in high-impact peer-reviewed and refereed journals, and invitations to speak at national and international meetings;
- ▶ Capacity to teach effectively and develop educational programs and methods across a range of subjects, in particular in the field of digital ethics;
- ▶ Excellent oral and written communication skills, including the ability to interact with University staff at all levels and to build networks with industry and other researchers, both local and international;
- ▶ Experience in curriculum development and implementation at undergraduate and postgraduate level that will maintain the School's programmes at the highest international standards;
- ▶ Demonstrated ability to initiate, manage and maintain significant inter-institutional collaborations;
- ▶ Demonstrated leadership and service to national and international professional bodies and to professional journals;
- ▶ Capacity to develop an international funding profile.

## 1.2 IN ADDITION TO THE ABOVE FOR APPOINTMENT AT LEVEL D:

- ▶ A demonstrated relevant world-class track record of high-quality research and scholarship in computer science or information systems, as evidenced by research publications in high-quality journals, conferences and technical reports as well as other performance indicators, with a focus on analytics or data science;
- ▶ A track record of leadership, including the organisation of workshops and conferences, development of enabling resources, and involvement in outreach activities;
- ▶ A track record in attracting research funding from competitive grant agencies and other sources including industry;
- ▶ Ability to develop strong links with the business sector, industry and government;
- ▶ Drive, energy, and a vision for building and leading a world-class research program;
- ▶ Capacity to provide high quality research leadership, including leadership of interdisciplinary teams, and effective management of research and other staff;
- ▶ Capacity to teach effectively across a range of subjects, including the capacity to develop and deliver seminars and lectures, and contribute to other teaching activities;
- ▶ Exceptional communication and interpersonal skills with the ability to establish and maintain effective working relationships that inspire students and staff and other members of the School, University and wider community;

## **2. Key Responsibilities**

### **2.1 RESEARCH AND RESEARCH TRAINING**

- ▶ Build a significant degree of scholarly research initiative and collaboration in the discipline of digital ethics;
- ▶ Exercise leadership in scholarly research, in conjunction with other colleagues;
- ▶ Presentation of research workshops and seminars within the School;
- ▶ Publishing of papers in reputable international journals and conferences;
- ▶ Significant role in research projects including, where appropriate, leadership of a research team;
- ▶ Attainment of external research grant income both from national competitive grants as well as from industry engagement;
- ▶ Supervision of PhD, research masters, and coursework research projects;
- ▶ Building a national reputation within this discipline
- ▶ Liaise effectively with collaborators from a variety of internal and external stakeholders;
- ▶ Present conference papers at reputed refereed international conferences.

### **2.2 TEACHING AND LEARNING**

- ▶ Enhance and develop teaching programs and methods to provide rational and cohesive courses for undergraduate and postgraduate students at the highest international level.
- ▶ Develop and innovate high quality subject materials and subject delivery, including the use of web resources as appropriate, and engage in teaching innovation and continuous improvement of content;
- ▶ Preparation of project work to support student learning;
- ▶ Performing marking and assessment duties and be responsible for supervision of project marking in subjects as lecturer-in-charge;
- ▶ Provide adequate access for students, and availability for effective student consultation that fosters their learning;
- ▶ Being proactive in the development of subject materials and delivery, including the use of web resources as appropriate;
- ▶ Act as Subject Coordinator with responsibility for the design, development, coordinated delivery and ongoing improvement of that subject and keep the Teaching Liaison Coordinator informed of changes to personnel and/or requirements;
- ▶ Supervise undergraduate, graduate or postgraduate students engaged in coursework or smaller research projects;
- ▶ Contribute to the continued improvement of teaching quality through engagement with the School regarding teaching practices and the ongoing review of subject and assessment materials to enhance student learning.
- ▶ Guide the development of Masters course work, together with contributions to undergraduate and postgraduate teaching.

### **2.3 LEADERSHIP AND SERVICE**

- ▶ Take a leading role in the School to actively foster and participate in industry liaison activities consistent with the School's strategic plan;

- ▶ Participate in School activities such as student events and school visits;
- ▶ Drive and lead School committees and/or projects as required;
- ▶ Contribute to the scholarly practices in the professional community through active involvement which could include liaison with peak professional organisations for the benefit of students and the School.
- ▶ Active participation in professional activity including consulting, workshops and short courses for external participants and participation in meetings of professional societies; and
- ▶ Significant role in knowledge transfer and community engagement activities beyond the university.
- ▶ Actively build and foster partnerships with industry, government, collaborators at other Universities and other stakeholders that contribute to the engagement of teaching and research in the wider community engagement;
- ▶ Work actively with School industry advisory groups and with external industry bodies to ensure a productive relationship between the University and the community;
- ▶ Develop collaborative opportunities with Australian and international industry and research facilities.
- ▶ Undertake professional activities including the conduct and dissemination of research, publication, membership of committees and consultancies.
- ▶ Engage in ongoing professional development in your area and maintain knowledge of current research, resources and practice in that field.

## 2.4 ADDITIONAL KEY RESPONSIBILITIES FOR APPOINTMENT AT LEVEL D

In addition to the above, for appointment as an Associate Professor (Level D) you must:

- ▶ Build and sustain strong research activities, with a focus on interdisciplinary activities where appropriate.
- ▶ Obtain significant research funding from sources outside the University.
- ▶ Publish in top-tiered refereed journals, books or monographs, reports and refereed conference proceedings.
- ▶ Supervise postgraduate students undertaking research projects or degrees.
- ▶ Provide university leadership in digital ethics-focused education programs.
- ▶ Provide leadership in your discipline.
- ▶ Create a harmonious workplace environment that is conducive to productivity; that promotes creativity; and rewards and recognises individual and group achievement.
- ▶ Encourage and mentor staff and research students to publish in top tiered refereed journals, books or monographs, reports and refereed conference proceedings.
- ▶ Foster excellence in research and teaching and develop best practice standards for CIS.

## 2.5 OTHER

- ▶ This position requires the incumbent to hold a current and valid Working with Children Check.
- ▶ Occasional work out of ordinary hours, travel, etc.
- ▶ Perform other tasks as requested by the supervisor or the Head of the School;
- ▶ Undertake Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in Section 4.

### ***3. Equal Opportunity, Diversity and Inclusion***

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 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.

All FEIT employees are required to behave in a manner that creates; supports and encourages an inclusive and safe work environment for all.

<https://eng.unimelb.edu.au/diversity>

### ***4. 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:

<https://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.

### ***5. Other Information***

#### **SCHOOL OF COMPUTING AND INFORMATION SYSTEMS**

<https://cis.unimelb.edu.au/#about>

The School of Computing and Information Systems (CIS) at the University of Melbourne is an international leader in information technology research and teaching.

CIS is one of the highest-profile schools in the country, regularly ranked top in Australia for Computer Science (2021 THE and QS). It is one of only two Australian institutions in the 2018 Excellence in Research for Australia (ERA) to be ranked "5 - Well above world standard" in both Information and Computing Sciences (FoR 08) and Information Systems (FoR 0806). CIS is at the forefront of computing research in Australia and overseas, with close links to major initiatives such as Melbourne Bioinformatics, IBM Research and CSIRO/DATA61 (formerly NICTA).

The School is committed to attracting and retaining the highest-quality staff available in order to produce outstanding and impactful research. CIS has highly successful research teams in the key areas of Computer Science (CS), Artificial Intelligence (AI), Human-Computer Interaction (HCI) and Information Systems (IS), and in the Centre for Artificial Intelligence and Digital Ethics (CAIDE).

CIS provides majors in the three-year undergraduate 'Melbourne Model' degrees and has a range of specialist graduate programs in CS (including software engineering), AI, HCI and IS. It also has a large cohort of active graduate research students, both domestic and international, who are regularly publishing in top venues and engaging with the community.

In April 2021, CIS moved to a new home, Melbourne Connect, Melbourne's newest innovation precinct. Through the co-location of talented researchers, scientists, academics and students with

private enterprise and government partners, Melbourne Connect seeks to unlock the value and global reach of the University's research and people. The pivotal work to be undertaken in Melbourne Connect will address major societal challenges by identifying solutions that are data driven, digitally enabled, and socially responsible. To find out more visit: <https://melbconnect.com.au/>.

## 5.1 FACULTY OF ENGINEERING AND INFORMATION TECHNOLOGY

The Faculty of Engineering and Information Technology (FEIT) has been the leading Australian provider of engineering and IT education and research for over 150 years. We are a multidisciplinary School organised into three key areas: Computing and Information Systems (CIS), Chemical and Biomedical Engineering (CBE) and Electrical, Mechanical and Infrastructure Engineering (EMI). FEIT continues to attract top staff and students with a global reputation and has a commitment to knowledge for the betterment of society.

FEIT has never been better positioned as a global leader, anchored in the dynamic Asia Pacific region, creating and curating knowledge to address some of the world's biggest challenges. Through our students and our relationships with communities, we can not only respond to society's needs but anticipate and create engineering and IT solutions for the future.

<https://eng.unimelb.edu.au/>

<https://eng.unimelb.edu.au/about/join-feit>

Our ten-year strategy, FEIT 2025, is our School's commitment to bring to life the University-wide strategy *Advancing Melbourne* and reinforce the University of Melbourne's position as one of the best in the world.

To achieve our ambitions, we will continue to build new infrastructure to enable our teaching, research and engagement; we continue to recruit outstanding people from around the world; and we continue to attract high-quality students from across the globe who are at the heart of our enterprise.

<https://eng.unimelb.edu.au/about/feit-2025>

## 5.2 THE UNIVERSITY OF MELBOURNE

Established in 1853, the University of Melbourne is a public-spirited institution that makes distinctive contributions to society in [research](#), [learning and teaching](#) and [engagement](#). It's consistently ranked among the leading universities in the world, with international rankings of world universities placing it as number 1 in Australia and number 32 in the world (Times Higher Education World University Rankings 2017-2018).

The University's 10-year strategy, *Advancing Melbourne* will enable the University to contribute to advancing the state and national interest and make vital contributions to Australia's standing on the world stage. We seek to be a leading force in advancing Australia as an ambitious, forward-thinking country while increasing its reputation and influence globally.

<https://about.unimelb.edu.au/strategy/advancing-melbourne>

Further information about working at The University of Melbourne is available at <http://about.unimelb.edu.au/careers>