



THE UNIVERSITY OF  
MELBOURNE



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Appointment of

**Head of Department - Film and Television**

**Senior Lecturer/Associate Professor (Film and  
Television)**

**Victorian College of The Arts, Faculty Fine Arts and Music**

A professional film set is shown. In the foreground, a camera operator wearing a black t-shirt with 'TAKE IT EASY' and a cap is adjusting a camera on a tripod. The camera has a microphone attached. In the background, a scene is being filmed through a window. A man in a plaid shirt stands by the window, and a woman is seated at a table. The set is equipped with various lighting fixtures, including a large overhead light with a white diffuser and several smaller lights. The ceiling has 'MAX LOAD 150KG' signs. The overall atmosphere is that of a busy, well-equipped production environment.

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# Acknowledgement of Country

The University of Melbourne acknowledges the Traditional Owners of the unceded land on which we work, learn and live: the Wurundjeri Woi Wurrung and Bunurong peoples (Burnley, Fishermans Bend, Parkville, Southbank and Werribee campuses), the Yorta Yorta Nation (Dookie and Shepparton campuses), and the Dja Dja Wurrung people (Creswick campus).

The University also acknowledges and is grateful to the Traditional Owners, Elders and Knowledge Holders of all Indigenous nations and clans who have been instrumental in our reconciliation journey.

We recognise the unique place held by Aboriginal and Torres Strait Islander peoples as the original owners and custodians of the lands and waterways across the Australian continent, with histories of continuous connection dating back more than 60,000 years. We also acknowledge their enduring cultural practices of caring for Country.



# Film and Television at VCA

We are seeking an experienced industry practitioner and academic with a clear vision to lead the artistic research and teaching in Film and Television at the Victorian College of the Arts (VCA) – an extraordinary school of tertiary education for film, visual and performing arts. This is a continuing (tenure-track) appointment as Senior Lecturer or Associate Professor, and the successful candidate will be offered the position of Head of Film and Television, for a period of five years in the first instance.

This role at the VCA offers you the opportunity to shape the next generation of filmmakers. As the prospective Head of Department, you'll access unparalleled resources and lead an internationally recognised team as you inspire creativity and advance research in a globally recognised institution.

The VCA works alongside the Melbourne Conservatorium of Music and the Wilin Centre for Indigenous Arts and Cultural Development to form the Faculty of Fine Arts and Music at the University of Melbourne, Australia.

Our work building our students' technical and creative skills draws deeply on our sense of place. You'll join a campus immersed in the heart of Melbourne's Arts Precinct, sitting amongst Australia's premier arts organisations. Our position here, and our many partnerships with these iconic institutions, welcome our students into an artistic community that stretches far beyond the classroom.

We work with film and television industry partners, including NantStudios and the Melbourne International Film Festival (MIFF), to provide our students with unparalleled access to industry insights and experiences that shape their education and to showcase our graduating students' films to a national audience.

Our campus also houses state-of-the-art buildings and technology, a core part of our progressive teaching and world-class research. The newest addition is our LED Volume Studio – a beacon of innovation in screen production. Your leadership will help unlock educational and research opportunities through

Australia's highest-resolution LED screen and cutting-edge virtual production technologies.

As an educational community, we foster diversity in all aspects of filmmaking to shape a more inclusive industry. You'll be pivotal in these efforts. We'll encourage you in ensuring all students see a place for themselves at the VCA as you support and inspire a new, diverse generation of screen storytellers.

At the heart of the VCA is a creative, collaborative community. Together, we seek meaning and connection to the world we inhabit. We explore and expand our passion for all that creativity brings to culture, to community – and to each of us, personally.



# VCA in The Faculty of Fine Arts and Music

The VCA is known internationally as a leading tertiary institution for artistic teaching and research, offering a unique range of programs across the visual arts, performing arts, design and production and film and television. A newly opened Virtual Production Studio positions VCA as an emerging leader for virtual production in the Southern Hemisphere.

The VCA was established in 1972 with the School of Art, which continued the lineage of the National Gallery of Victoria Art School, founded in 1867. Now, the VCA is one of two schools within the Faculty of Fine Arts and Music at the University of Melbourne and the faculty is located on one single campus – *Southbank*, with all its artistic disciplines taught within close proximity to one another and in the heart of Melbourne’s Arts Precinct.

The Faculty is a vibrant community of more than 360 academic and professional staff and 2500 students across undergraduate and graduate programs, many national and international partners and a worldwide active alumni group. We are committed to the diversity and inclusion practices that strengthen our practice and support us in achieving our vision.



## Working at the Faculty of Fine Arts and Music

### Our guiding principles

- We believe in the power of artistic practice **to transform the world. It’s our proud responsibility** to help students to fulfil their potential, amplifying their efforts as they make unique contributions to the worldwide industry of creative practice.
- We provide a world-class immersive learning experience and offer the physical space and psychosocial support for our students to realise their potential, find their voice, and contribute meaningfully to a global community of creative practice.
- We encourage the next generation of artists to be boldly curious and open, experimental, critical, and reflective.
- We contribute to a deeper transcultural understanding of the arts through our multifaceted research, including non-traditional research outputs.
- We enhance Melbourne’s involvement in the arts through public engagement, contributing to make the city an international creative capital.
- We engage with Indigenous Knowledges, incorporating them into the curriculum and our working practices to foster a culture of care for Country, community, and each other.
- We seek to attract and retain talented, high-potential students, focusing on widening participation across all our programs amplifying the University’s commitment to a diverse and inclusive student body.
- We embed environmental sustainability in operational practices, ensuring it informs decision-making.
- We leverage the relationship between the arts and wellbeing for student, staff, and stakeholder benefit, with attention to diversity and inclusion.
- We foster and reward a workplace culture of academic and professional excellence, inclusion, and innovation.
- We aim to increase the Faculty’s engagement with digital technologies, ensuring they underpin education, research and artistic practice, preparing students for ongoing digital transformation.
- We continually improve the quality of teaching and learning by regularly reviewing programs

**POSITION NO. 0062693**

and curriculum for quality, relevance, and suitability, ensuring teaching and learning is informed by world-class pedagogy and research.

**Our values**

Our work will always be guided by our values:

- **Collaboration** – we are supportive of each other, work as a team.
- **Innovation and creativity** – we prize creativity and act with courage to progress our objectives.
- **Professionalism** – we are committed, focused, accountable, respectful, and proud of the work we do.
- **Integrity** – we are honest, trustworthy, understanding, and sincere.

# Position Description & Selection Criteria

It is essential that the Selection Criteria are addressed in a cover letter as part of the job application. If you have any queries about the position, please contact Emma Redding (and see 'how to apply' section below)



<b>POSITION NO.</b>	0062693
<b>CLASSIFICATION</b>	Level C/D
<b>SALARY</b>	Level C \$146,050 - \$168,403 p.a. Level D \$175,858 - \$193,740 p.a.
<b>SUPERANNUATION</b>	Employer contribution of 17%
<b>WORKING HOURS</b>	Full time (1.0 FTE)
<b>BASIS OF EMPLOYMENT</b>	Continuing

The Head of Department will be a 5-year appointment. The appointee will retain an underlying continuing substantive position as a Level C or Level D in the Department (Education & Research Focused).

<https://about.unimelb.edu.au/careers/staff-benefits>

## Position Summary

The Victorian College of the Arts, Faculty of Fine Arts & Music, University of Melbourne, is seeking an experienced practitioner and academic with a clear vision to lead the artistic research and teaching in Film and Television. This is a continuing (tenure-track) appointment as Senior Lecturer or Associate Professor, and the successful candidate will be offered the position of Head of Film and Television, for a period of five years in the first instance.

In addition, the appointee will: contribute to the planning and setting of performance targets; oversight of the development and delivery of curriculum and

programs, management of physical, financial, and human resources in line with Faculty and University strategic plans.

The Head of Film and Television plays a key role in fostering staff capability by developing, supporting, and mentoring them.

## Expectations of an Associate Professor / Senior Lecturer

An Associate Professor/Senior Lecturer makes an outstanding contribution to teaching and research in their discipline or related area(s) and will have attained recognition at national and international level in their discipline.

An Associate Professor/Senior Lecturer will play an outstanding role within the University, discipline and/or profession in fostering the research activities of others and in research training. Their own research work will make a major original and innovative contribution to their field of study or research.

## Key Responsibilities

### HEAD OF FILM AND TELEVISION

- Represent Film and Television at VCA Executive, VCA Heads meetings and other committees as required.
- Represent and promote the interests of Film and Television to the VCA, Faculty, University and to the external community.
- Seek engagement, partnerships, and research opportunities for enhancing the international standing of the discipline and University.
- Promote collaboration with other areas of the Faculty and University.
- Ensure the highest quality of teaching for the discipline and the pursuit of excellence and innovation.
- Develop a culture of evaluation, benchmarking and striving for continuous improvement.
- Maintain personal academic and research standing.
- This position must demonstrate a good working knowledge of the relevant University policy and procedures and terminology.

## **DISCIPLINE OVERSIGHT**

- Maintain oversight of curriculum development and design for the discipline
- In consultation with the Director and in alignment with the University and Faculty strategic plans, contribute to planning for discipline.
- Regular and appropriate communication and reporting in relation to activities and achievement of key priorities, targets, and performance indicators to the Director and relevant Divisional, Faculty and University forums.
- Establish, manage, and maintain appropriate regular communication, consultation, and meeting structure with staff within the discipline.
- Implement quality assurance processes particularly in relation to teaching, research and the supervision of students.
- Allocate duties to staff to ensure sustainable performance of the discipline's teaching, research, engagement, leadership, and service functions.
- The publicising and implementation of university policies and processes within the discipline
- Effectively manage and supervise staff within the discipline, including fostering career development, induction of new staff, guidance, and support for staff on probation / confirmation, and coaching for high performance
- Ensure effective induction for new staff occurs, as well as guidance and support for staff in probation and confirmation.
- Manage staff within the discipline including recruitment and selection of staff, performance development cycle and other relevant staff performance management issues (including advice on promotion and probation matters) and staff grievances, escalating issue to the VCA Director, if required.
- Actively engage with educational and screen-industry bodies such as ASPERA, CILECT, SPAA, VicScreen, and Screen Australia to inform strategic directions and to identify opportunities for the faculty, staff, and students.
- Engage with existing screen industry partners – and establishing new industry links – to align with existing faculty strategic principles and to establish new directions in screen education.

## **FINANCIAL AND PHYSICAL RESOURCES**

- Responsible for the financial performance of the discipline, including budget management, planning for assets and other infrastructure expenditure, monitoring of expenditure against budget, and ensuring the achievement of financial targets.
- Actively pursue opportunities to increase revenue and contain costs within discipline.
- With approval from the Director and/or the Director's nominated advisory committees, contribute to setting student load targets and budget.
- Contributing to and influencing the achievement of student load targets and discipline budget, and to remediate impacts if load targets are not met.
- In consultation with the Director and/or the Director's nominated committees, collaborate with the Programs and Operations team, ensure that infrastructure, equipment and other physical resources are available and operating for the teaching and research within the discipline.
- Ensure compliance with legislation, University policy and regulations and University financial management and reporting requirements.
- Develop casual staffing plans within allocated budget whilst identifying areas eligible for de-casualisation.
- To engage with existing donors and attract new opportunities to facilitate student bursaries and scholarships.

## **CAPABILITIES**

- Demonstrated management skills, including inclusive decision making, sound knowledge of planning, budgeting, and resource management.
- Demonstrate a thorough and up-to-date knowledge of film, television and screen production methodologies and technologies. Successfully align resources with the strategic goals of discipline and Faculty.
- Demonstrate a strong commitment to the importance of teaching at all levels and to innovation in curriculum design and teaching methods, together with a distinguished personal contribution to teaching.
- Demonstrated ability to provide leadership in fostering excellence in scholarship, in promoting research and research policy and in encouraging and developing research training.



- Evidence of capacity to successfully promote and represent a Discipline, Division or Faculty within the University and externally.
- Evidence of capacity to provide leadership and engagement in wider community affairs, industry engagement and partnerships, particularly those related to the Film and Television's Discipline's research and teaching programs.
- Demonstrated effective communication strategies and skills.
- Evidence of capacity to effectively manage and supervise staff, including developing high performance and supporting career development.

## RESEARCH

- Seek and maximise opportunities for multidisciplinary collaboration within the University and between VCA and Melbourne Conservatorium of Music disciplines and programs and cooperation across and within disciplines.
- Work with senior colleagues to create a strategic research plan for Film and Television and build a strong research culture.
- Maintain personal academic and research standing, including research active status according to the Faculty Research Active Definitions and university expectations.
- Provide leadership and mentoring to staff in Film and Television and undertaking research activities.
- Seek engagement and research opportunities for enhancing the international standing of the University and discipline.
- Attract and actively supervise high quality graduate research students.

## Selection Criteria

### ESSENTIAL

- Demonstrated management skills, including inclusive decision making, sound knowledge of planning, budgeting and resource management and experience successfully align resources with the strategic goals of Film and Television and Faculty.
- Demonstrated experience in and strong commitment to the importance of teaching at all levels in higher education and to innovation in curriculum design and teaching methods, together

with a distinguished personal contribution to teaching.

- A good working knowledge of the relevant University policies and procedures and terminology related to student matters and ability to act in accordance with policy related to staff and students, especially when related to curriculum and wellbeing, is required.
- Scholarship and research of international standing in a particular field of knowledge, with a demonstrated breadth of interests and sympathy for other research interests represented in the Discipline and Faculty
- Demonstrated ability to provide leadership in fostering excellence in scholarship, in promoting research and research policy and in encouraging and developing research training.
- Evidence of capacity to successfully develop and implement strategies/initiatives in support of Discipline priorities and targets, particularly in relation to undergraduate and graduate programs, research and research training, engagement (e.g., develop partnerships, digital learning, revenue growth and cost containment strategies, etc)
- Evidence of capacity to successfully promote and represent a Discipline, Division or Faculty within the University and externally.
- Evidence of capacity to provide leadership and engagement in wider community affairs, industry engagement and partnerships, particularly those related to the Discipline's research and teaching programs.
- Demonstrated effective communication strategies and skills.
- Evidence of capacity to effectively manage and supervise staff, including developing high performance and supporting career development.
- Demonstrated capacity for active engagement with Faculty and University planning processes and initiatives.

### DESIRABLE

- A PhD, Doctorate, or equivalent professional practice

### SPECIAL REQUIREMENTS

- This position requires the incumbent to hold a current and valid Working with Children Check.
- Occasional work out of ordinary hours, travel, etc.

# Equal Opportunity, Diversity & 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 Advancing Melbourne strategy that addresses 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. Consequently, the People Strategy sets out the strategic aim to drive diversity and inclusion across the University to create an environment where the compounding benefits of a diverse workforce are recognised as vital in our continuous desire to strive for excellence and reach the targets of Advancing Melbourne.

## Occupational Health & Safety (OHS)

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

OHS responsibilities applicable to positions are published [here](#).

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



## The University of Melbourne

Established in 1853, the University of Melbourne is a public-spirited institution with an outstanding reputation for excellence in research, learning and teaching, and engagement.

Ranked number 14 in the latest QS World University Rankings, Melbourne competes on an international stage with the best institutions globally and has an international outlook and reach to match.

With a rich history stretching over 160 years, the University of Melbourne also occupies a special place in the heart of the city. Since its founding in 1853, the University has been committed to making distinctive contributions to intellectual, cultural, social, and economic life in the region and beyond. These values underpin the University's entire academic mission and shape operating practices, preparing engaged graduates, and steering research that advances the world.

With a wide range of disciplines, the University of Melbourne currently educates over 52,000+ students from over 130 countries. The University comprises nine Academic Divisions providing learning that stimulates, challenges, and fulfils the potential of excellent students from around the world, leading to personal development, meaningful careers, and profound contributions to society.

The alumni network is significant and truly international, with representation from 160 countries. This international community includes former Prime Ministers, Governors General, and Nobel Laureates,



and is a testament to the world-class education the University of Melbourne delivers.

\*Times Higher Education World University Rankings 2023

### THE MELBOURNE MODEL

Building on long-standing traditions of leadership and innovation in teaching and embracing international developments in curriculum design, the University introduced the Melbourne Model in 2008. The distinctive educational model offers degrees in three broad cycles. At Bachelor level, students select from one of six broad degrees and a limited number of specialist offerings. These programs lay the intellectual foundations for future employment or further study. Most professional qualifications are subsequently offered at Masters level, where students can choose from a variety of professional or specialist graduate programs offering intensive graduate-level experiences that promote deep professional learning. At Doctoral level, students work alongside and are nurtured by international research leaders in a broad range of fields.

The Melbourne Model's curriculum combines academic breadth with disciplinary depth to strategically reposition the University in an increasingly globalised higher education framework. The University prepares its students to enter a world marked by rapid change where graduates must possess the applicable knowledge, and flexible and adaptable skills, to succeed.

# The University of Melbourne's Strategic Plan 2020 – 2030

## Advancing Melbourne

The University's strategic direction is grounded in its purpose. While its expression may change, **our purpose is enduring: to benefit society through the transformative impact of education and research.** Together, the vision and purpose inform the focus and scale of our aspirations for the coming decade.

[Advancing Melbourne](#) reflects the University's commitment to its people, its place, and its partners. **Our aspiration for 2030 is to be known as a world-leading and globally connected Australian university, with our students at the heart of everything we do.**

- We will offer students a distinctive and outstanding education and experience, preparing them for success as leaders, change agents and global citizens.
- We will be recognised locally and globally for our leadership on matters of national and global importance, through outstanding research and scholarship and a commitment to collaboration.
- We will be empowered by our sense of place and connections with communities. We will take opportunities to advance both the University and the City of Melbourne in close collaboration and synergy.
- We will deliver this through building a brilliant, diverse, and vibrant University community, with strong connections to those we serve.

The means for achieving these goals include the development of the University of Melbourne's academic and professional staff and the capabilities needed to support a modern, world class university. Those means require a commitment to ongoing financial sustainability and an ambitious infrastructure program which will reshape the campus and our contribution to the communities we engage with. This strategy, and the priorities proposed, is centred around five intersecting themes: place, community, education, discovery and global.



## People and Benefits

The University is committed to providing an intellectually stimulating and personally rewarding workplace which attracts people who are the best in their professional, academic, and teaching fields.

Outstanding academic staff are at the heart of the University's teaching, research, and engagement endeavours. The University is proud of its many staff that have been recognised through prestigious national and international awards and through membership of Australia's learned academics. Among the many scholars of international renown at the University is the winner of the Nobel Prize – Professor Peter Doherty (Physiology and Medicine) and many other public intellectuals and scientific leaders.

### The Benefits

The University offers staff more than just a job – it offers them an opportunity to be part of a dynamic world class organisation which provides its staff with exceptional benefits and support at every stage of their life and career.

- Working in a culturally inclusive environment.
- Engaging in an active and vibrant campus life
- A focus on health and wellbeing.
- Outstanding staff benefits in addition to competitive salary packages.

Staff benefits on offer at the University include the opportunity to salary package everything from childcare and additional superannuation to subscriptions to the Melbourne Theatre Company. Benefits can be tailored to best suit individual needs and circumstances, including generous relocation support.

The University also offers a family friendly environment for individuals that need increased flexibility, providing generous leave and working conditions. The University has been recognised as an employer of choice for women and is one of 40 organisations to participate in the Science in Australia Gender Equity (SAGE) pilot program of Athena SWAN in Australia.

## Living and Working in Melbourne

### Geography

Melbourne is the capital city of Victoria and the second largest city in Australia. It is set around the shores of Port Phillip Bay and sits beside the Yarra River, around five kilometres from the bay.

Melbourne is home to over 5 million people and has a metropolitan area of 9990.5 km<sup>2</sup>. The Economist Intelligence Unit has frequently rated Melbourne amongst the world's most liveable cities city, based on its education, entertainment, health care, research and development, tourism, and sport.

The City of Melbourne municipality, in which the University's main Parkville campus is based, covers 37.7 km<sup>2</sup> and has a population of more than 159,000 people. It includes the city centre and a number of attractive inner suburbs with thriving communities and businesses.

The City of Melbourne is home to residents from 180 countries who speak more than 233 languages and dialects and follow 116 religious faiths. The Wurundjeri, Boonwurrung, Taungurong, Dja Dja Wurrung and the Wathaurung people of the Kulin Nation are the Traditional Owners of the land now known by its European name of Melbourne.

The City of Melbourne is recognised as Australia's cultural capital with a number of world-class galleries and museums, internationally renowned food and wine regions, and an impressive year-round calendar of events catering for all tastes.

# Further Information

General Information about the University of Melbourne is available at its website [www.unimelb.edu.au](http://www.unimelb.edu.au)

About the University of Melbourne  
[about.unimelb.edu.au](http://about.unimelb.edu.au)

The University of Melbourne's Strategic Plan 2020-2030: Advancing Melbourne  
<https://about.unimelb.edu.au/strategy/advancing-melbourne>

Annual Reports  
<http://annualreport.about.unimelb.edu.au>

Faculty of Arts  
[arts.unimelb.edu.au](http://arts.unimelb.edu.au)

Research  
University of Melbourne research strategy and implementation  
[research.unimelb.edu.au](http://research.unimelb.edu.au)

Teaching  
Teaching and Learning at the University of Melbourne  
[provost.unimelb.edu.au](http://provost.unimelb.edu.au)

Careers  
<https://about.unimelb.edu.au/careers>

# How to apply

Please submit your application via the University of Melbourne's Careers [page](#)

The Faculty of Fine Arts and Music is committed to equity, diversity, and inclusion. It aspires to reflect the diversity of our local and global communities; where people are valued, respected, and have equal access to opportunities and are encouraged to fulfil their talents and potential. Applicants with diverse experiences are strongly encouraged to apply. This includes First Nations people, culturally and linguistically diverse people, Deaf and hard of hearing people, people with a disability, LGBTIQ+, and neurodiverse people. If you have any accessibility requirements for the application or interview, please contact us. We are dedicated to ensuring barrier free and inclusive practices to recruit the most talented candidates. A position description is available in alternate formats if required, including USB, and Large Print.

## ENQUIRIES

Contact **for enquiries only** – please do not send your application to this contact:

**NAME** Professor Emma Redding MBE, PhD  
**EMAIL** [emma.redding@unimelb.edu.au](mailto:emma.redding@unimelb.edu.au)