



## POSITION DESCRIPTION

Strategy and Culture  
Chancellery

### Senior Developer

<b>POSITION NO</b>	0056281
<b>CLASSIFICATION</b>	UOM 9
<b>SALARY</b>	\$139,693 - \$145,339
<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>
<b>CONTACT FOR ENQUIRIES ONLY</b>	Adam Gilbert Tel +61 408 006 198 Email <a href="mailto:agilbert@unimelb.edu.au">agilbert@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 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.

We pay respect to Elders past, present and future, and acknowledge the importance of Indigenous knowledge in the Academy. As a community of researchers, teachers, professional staff and students we are privileged to work and learn every day with Indigenous colleagues and partners.

## ***Position Summary***

The Digital Strategy and Channels (DSC) has responsibility for delivering a best in sector digital experience worthy of one of the world's leading Universities. The University has a digital transformation program to realise this vision and this role contributes significantly to the effective delivery of leading digital experiences with a broad canvas in a purpose led organisation. The DSC team is organisationally aligned within Advancement, Communications & Marketing (C&M).

The Digital Channel Operations team (within DSC) manages the University's public-facing websites, applications, design system, and content management system. The team comprises the three streams of: *UX Design, Development & CMS Operations*.

The University has one of Australia's largest and most complex web presences with more than a million publicly available webpages, thousands of sites, and thousands of editors. It attracts well over a million sessions a week. Of those numbers, more than 200,000 webpages, 500 sites and 2,000 active editors utilise the University's main digital experience platforms.

Working as a key member of the Digital and Online Channels team, the Senior Developer will be responsible for leading and overseeing the development of web applications. The role plays a pivotal role in enhancing the University's digital presence, ensuring a seamless user experience, and supporting the institution's broader digital strategy.

**Full Stack Development:** The role requires strong technical abilities, business awareness, and a passion for making great digital experiences and web sites as well as delivering functionality using Ruby on Rails and other technologies.

**Front-End Management & Design Systems:** Strong proficiency in front-end technologies and frameworks is vital to success. As deep understanding of design systems and their implementation is crucial for bridging the gap between design and development.

**API & Integration Expertise:** The role includes technical management of the mission-critical Study website. This and other sites under management utilise APIs and system integrations. An essential aspect of the role is collaborating between design, development, and operations teams both in C&M and other partner teams, such as Business Services.

**DevOps & Automation for Design Efficiency:** Familiarity with DevOps practices, version control, and CI/CD pipelines remains crucial. Additionally, highlight the skill to implement automation tools and processes that enhance design workflows and optimize design handoffs.

**Cloud & Design Asset Management:** Manage and optimize cloud-based storage solutions, ensuring efficient organization, security, accessibility, and version control

**Agile Collaboration:** Serve as a pivotal bridge between product managers and developers, ensuring smooth project execution through agile scrum methodologies. Collaborate with product managers to break down project requirements into actionable tasks, accurately estimate effort, and prioritize work within sprints.

**Development team performance optimiser:** Assign tasks effectively, monitor progress, address blockers, and facilitate communication to ensure on-time and high-quality deliverables. Lead sprint retrospectives and continuous improvement efforts, optimizing team performance and driving a culture of learning.

The Senior Developer is instrumental in working across the DSC team in shaping solutions and delivering upon key projects, pushing the boundaries of platforms and maintaining technical excellence.

This position works with the rest of the development and support team and reports directly to the Associate Director, Digital Channel Operations.

## 1. Key Responsibilities

- ▶ Develop web applications using programming languages, including the Ruby on Rails framework and backend technologist (Node.js and Nuxt.js) and supported front end technologies (HTML5, CSS3, JavaScript, Vue.js).
- ▶ Lead a team of front and backend developers, including oversight of their work, technical upskilling, and prioritisation.
- ▶ Accountability for development, code reviews, testing, and support required for maintaining and improving existing applications and websites.
- ▶ Manage contractors (and vendors, if required) to ensure that high-quality code, cross-browser functionality and value for money is obtained.
- ▶ Work closely with UX designers and the CMS team as required to produce beautiful, accessible, usable, and reliable web applications. Help to foster a DesignOps culture, championing collaboration, communication, and efficiency across development lifecycle.
- ▶ Drive an effective development process, ensuring efficient and effective operating rhythms (e.g., scrums, sprint reviews, retrospectives, etc), and management of project delivery schedules as well as periodic code reviews.
- ▶ Produce Business Requirements Documents (BRDs) and application diagrams (e.g., data flow diagrams) where required.
- ▶ Work collaboratively to ensure the development team has the right tools, training and support to ensure that UoM web objectives are achieved.
- ▶ Limit the risks associated with the development of complex web applications through applying SecDevOps process and toolsets, suitable technology stacks and monitoring.
- ▶ Provide sound and well-informed advice on all aspects of technology management and industry best practices to inform process and policy towards achieving University goals and the digital strategy.

## 2. Selection Criteria

### 2.1 ESSENTIAL

- ▶ Extensive work experience within relevant marketing and communications and digital technology fields.
- ▶ Experience leading technical staff in front end and backend technologies.

- ▶ Extensive experience with Ruby on Rails, core web technologies (HTML, CSS, Vue.JS, JavaScript, JSON, and XML), application-appropriate cloud and hosting tools (e.g., Heroku, Amazon Web Services, Git, etc), SQL, and testing/deployment tools.
- ▶ Extensive experience consuming and managing data, such as through APIs.
- ▶ Ability to work collaboratively to navigate complex environments and deal with ambiguity through an adaptive and agile approach.
- ▶ Ability to apply creative thought and challenge the status quo to deliver effective business outcomes including applying appropriate AI solutions and use towards efficient development workflows.
- ▶ Oversees operational excellence and quality assurance management across all UC&M teams, in line with requirements under the University's risk management framework.
- ▶ A minimum of three years business experience and tertiary qualification in marketing, communications, finance, business or a related discipline.
- ▶ Proactively manages to or below assigned budget with recommendations to delivering more effective outcomes from financial pool.

## 2.2 DESIRABLE

- ▶ Experience with web Content Management Systems
- ▶ Exposure to leading edge Martech stack, such as AI-powered marketing automation platforms, Customer data platforms (CDPs, eg Tealium) and personalization engines
- ▶ Significant and ideally postgraduate qualifications in relevant technical discipline

## 3. Job Complexity, Skills, Knowledge

### 3.1 LEVEL OF SUPERVISION / INDEPENDENCE

Working under the broad direction of the AD, Digital Channel Operations and according to plans developed by peers. Will work collaboratively with close colleagues and occasionally staff elsewhere in the University.

### 3.2 PROBLEM SOLVING AND JUDGEMENT

The Senior Developer will problem-solve each day, working through both well-understood and more novel challenges to find sound solutions. This should involve thoughtful escalation of problems that are likely to have impacts on other platforms, or which might represent significant risks to maintainability, accessibility, technical environment, brand coherence, etc.

### 3.3 PROFESSIONAL AND ORGANISATIONAL KNOWLEDGE

The role requires sufficient degree of technical proficiency to work independently. It requires limited organisational knowledge (the majority of this responsibility belonging to

product owners, producers, the design and CMS teams, and managers), but will be enhanced by building knowledge of the University environment and its offerings.

### 3.4 RESOURCE MANAGEMENT

The role has no budget oversight but should help to ensure value for money is achieved with vendors, subscription services, etc. Self-management of time to ensure alignment to priorities is essential, with reasonably close adherence to an agreed pipeline of work.

The role is the line manager for a development team of ongoing and contracted front and backend developers and includes peer reviewing of the team's work and coaching when necessary.

### 3.5 BREADTH OF THE POSITION

The role mostly works with immediate colleagues. There will be occasional interaction with stakeholders in other parts of the University, and possibly minor engagement with students etc through user testing, needs discovery, etc. The role requires sufficient communication skill to efficiently discuss technically specific concerns with less-technical (or non-technical) colleagues.

## 4. *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 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.

## 5. *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.

## 6. Other Information

### 6.1 STRATEGY AND CULTURE

The Strategy and Culture portfolio includes six teams:

- **University Governance:** Provides expert advice and governance support to the University Council and its subcommittees and the University Executive. The Academic Board Secretariat within the Governance team provides expert advice and governance support for the Academic Board, which is a committee of Council established under the University of Melbourne Act with delegated oversight of academic policy and quality. University Governance also oversees the University's regulatory framework.
- **Strategy, Planning and Performance:** Oversees the development of the University strategic plans and enabling plans, and their integration and implementation through the academic and business planning framework. SPP also is responsible for monitoring and reporting on performance, including institutional rankings and international benchmarking, and undertaking institutional research and business analysis.
- **Policy and Government Relations:** Provides analysis and insight regarding public policy related to the work of the University, develops and advocates policy positions and coordinates and supports the University's relationships with Government.
- **Community and Cultural Partnerships:** Spans the strategic leadership of the University's place-based engagement priorities, including campus neighbourhoods, Melbourne's west and the Goulburn Valley; and cultivating relationships with key community and civic partner organisations, including several organisations working to advance Indigenous development. The team also has oversight of the development of the cultural estate plan and cultural affiliates and departments such as the Potter Museum, Melbourne Theatre Company and Science Gallery.
- **Communications and Marketing:** The University's Communications and Marketing function provides strategic, advisory and operational services to support the academic mission and the University strategy. It fosters a culture of best practice and collaboration across the University's communication and marketing teams and stakeholders and uses data-driven insights to inform decision-making across the University.
- **HR and OHS:** This team specialises in attracting the best thinkers in the world, supporting our innovative and diverse community, and ensuring the University is a place to grow and thrive.

### 6.2 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 employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.

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

### 6.3 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.

### 6.4 GOVERNANCE

The Vice-Chancellor is the Chief Executive Officer of the University and responsible to Council for the good management of the University.

Comprehensive information about the University of Melbourne and its governance structure is available at <https://about.unimelb.edu.au/strategy/governance>