



THE UNIVERSITY OF  
MELBOURNE



Appointment of

## Lecturer in Public Policy

School of Social and Political Sciences, Faculty of Arts



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# Acknowledgement of Country

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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.





## The Faculty of Arts

### The Faculty of Arts at the University of Melbourne is widely recognised as Australia's leading centre for the study of the Humanities and Social Sciences

The Faculty of Arts is committed to creating a workplace where equity, diversity and inclusion are celebrated and everyone is treated fairly, regardless of gender, sexuality, ability, ethnicity, religion or age. People with diverse experiences and especially Aboriginal and Torres Strait Islanders and other First Nation people are strongly encouraged to apply.

If you have any accessibility or other 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 large print.

The Faculty of Arts at the University of Melbourne brings together leading scholars across 40 disciplines of study in the Humanities and Social Sciences. Our academic staff are of international standing and committed to excellence in teaching and research.

The Faculty is home to the University's first degree, the Bachelor of Arts, which is one of the most sought-after degrees in Australia, consistently attracting outstanding students from around the country and internationally. Our teaching programs encourage critical inquiry, creativity, global perspectives and the questioning of ideas. In 2016, the Faculty opened Arts

West – an award-winning building in the heart of the historic campus and a new home for the Bachelor of Arts. Arts West supports active and informal learning through object-based learning laboratories and purpose-built teaching spaces which has transformed teaching and learning in the Humanities and Social Sciences, setting a new benchmark in the Asia region.

Our Graduate School of Humanities and Social Sciences offers 19 professionally oriented Masters programs, including Arts and Cultural Management, Applied Linguistics, Global Media Communication, International Relations and Public Policy and Management. The Graduate School also houses our outstanding PhD program.

Over its 150-year history, the Faculty has produced leaders in a wide range of fields, including government, business, creative industries and media, community and not-for-profit organisations. The Faculty maintains strong strategic relationships with leading international universities through joint teaching collaborations, research projects and student exchange programs. Partnerships with government, not-for-profit and private organisations facilitate work integrated learning opportunities for our students and research collaboration with our researchers. The Faculty has an active and vibrant outreach program, promoting lifelong learning in the Humanities and Social Sciences.

Our community includes over 700 academic and professional staff, 13,000 students across undergraduate, graduate coursework and research higher degree programs, and a strong and active alumni population of over 70,000 worldwide.

Alongside the Graduate School of Humanities and Social Sciences, the Faculty consists of five interdisciplinary Schools:

[Asia Institute](#) – the University's key centre for study in Asian languages and cultures, with programs including Arabic, Chinese, Indonesian and Japanese languages, alongside Asian, Islamic and Contemporary Chinese Studies.

[School of Culture and Communication](#) – with programs in Art History and Curatorship, Arts and Cultural Management, Indigenous Studies, Creative Writing, English and Theatre Studies, Media and Communications, Publishing and Communications, Journalism, and Screen and Cultural Studies.

### [School of Historical and Philosophical Studies](#) –

encompassing History, History and Philosophy of Science, Philosophy, Jewish and Hebrew Studies, Conservation and Classics and Archaeology.

### [School of Languages and Linguistics](#) – includes

French, German, Italian, Russian and Spanish languages, alongside European studies, Latin American studies and Linguistics, Applied Linguistics and English as a Second Language.

### [School of Social and Political Sciences](#) – with

programs in Anthropology and Development Studies, Criminology, Political Science, and Sociology and Social Policy.

## **FACULTY OF ARTS STRATEGY**

Under the leadership of Professor Russell Goulbourne, we have launched a [Faculty of Arts Strategy](#) focusing on:

- Transformative learning
- Research that makes a difference
- Partnerships that add value
- Support for all staff

### **Mission**

The Faculty of Arts is committed to benefiting the peoples, cultures and economies of Melbourne, Australia, the region and the world.

We do this across our distinctively broad range of Humanities and Social Sciences disciplines by creating, transforming and sharing knowledge that deepens and enriches understanding of what it means to be human and by developing graduates whose skills, values and empathy enable them to shape better, fairer and more sustainable societies.

### **Values and Behaviours**

We expect all our staff to commit to our values of:

- Rigour and integrity, generosity and humility, intellectual freedom and critical independence
- Diversity and inclusion, trust and mutual respect, social justice and civic responsibility
- Courage and creativity, openness and transparency, environmental sustainability.

### **Vision**

Building on our achievements to date, by 2025 the Faculty of Arts will be:

- the leading faculty of our kind in the Asia-Pacific region and one of the most compelling in the world, known above all for the difference we make locally, nationally, regionally and globally
- home to a dynamic, diverse and inclusive community of staff and students who are committed to achieving our full potential by working together and with our partners in a spirit of courageous generosity
- transformed by recognising and engaging the ways of knowing held by Aboriginal and Torres Strait Islander peoples, on whose land we work

# Position Description & Selection Criteria

It is essential that the Selection Criteria be addressed in the job application. At this university this means including a cover letter that addresses each of the criteria. Applications that fail to address the Selection Criteria explicitly will not be considered. If you have any queries about this please contact Professor Tim Lynch (and see 'how to apply' section below).

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<b>POSITION NO.</b>	0055471
<b>CLASSIFICATION</b>	Level B
<b>SALARY</b>	\$119,231 - \$141,581
<b>SUPERANNUATION</b>	Employer contribution of 17%
<b>WORKING HOURS</b>	Full Time (1.0 FTE)
<b>BASIS OF EMPLOYMENT</b>	Continuing

## Position Summary

Applications are invited for a continuing (permanent) Lectureship in Public Policy in the School of Social and Political Sciences. The position is equivalent to the rank of a tenure-track Assistant Professor in North America.

We are seeking applicants who will build on Melbourne's existing strengths in public policy at an exciting time in the program's development and expansion. We welcome applicants researching and teaching in all areas of public policy, public administration, public management, public governance, policy studies and related fields. Applicants with research interests and capacity to teach in the following areas are particularly encouraged to apply: comparative public policy; comparative public administration/public management; policy elites and interest groups; digitalisation/digital policy; and, policy studies in Australia, Asia and the Pacific.

The Lecturer in Public Policy (Level B) will be an outstanding researcher and a committed and engaging teacher who can deliver subjects primarily in the graduate program. They will have recognised expertise in public policy and public management, undertake research resulting in high quality publications with leading publishers, with a record of, and/or strong potential for, the raising of grant income, be able to show evidence of an established or developing record of excellence and innovation in

teaching, and exceptional engagement and outreach skills. The successful candidate will make a significant contribution to the Discipline and the School's research culture and reputation in research, teaching and engagement through the development of their own individual profiles and as members of a collegial team of scholars working in public policy and political science.

The teaching portfolio for this post will focus on the highly successful and well-established Master of Public Policy and Management (MPPM). The incumbent can expect to teach into at least one compulsory, core or elective subject in the MPPM in addition to other teaching duties, which may include public policy subjects in the Undergraduate Major in Politics and International Studies. They will contribute to curriculum development and supervise student research projects at the honours, graduate coursework and graduate research levels. It is likely that some teaching responsibilities will be delivered intensively and in teams.

In addition to their responsibilities in research and teaching, the appointee will also be expected to foster engagement links with external partners nationally and internationally. They will be responsible for performing leadership and administrative tasks commensurate with the level of appointment and should be able to demonstrate strong interpersonal and communication skills.

The appointees will join the School of Social and Political Sciences, which is at the forefront of teaching and research in the social sciences in Australia and internationally. The School's aim is to redefine the world and change what matters, and its work is underpinned by the values of intellectual freedom, integrity, social justice, diversity and environmental sustainability. It consists of a team of more than 120 dedicated academic and professional staff in the disciplines of Anthropology and Development Studies, Political Science, Criminology and Sociology.

Located in the School, the Political Science Discipline is home to more than fifty academic staff who undertake research and teaching in most of the main subfields of politics, including international relations, political theory, comparative politics, Australian politics, Indigenous politics, and public policy and governance. As an epistemologically and methodologically diverse discipline, the successful candidate will be expected to show a willingness to engage in intellectual exchange across a wide range of

different theories, perspectives and topics in political science and public policy. Members of the discipline also have a particular interest in applicants who will complement and build on its existing strengths in research, teaching and engagement during an exciting time in its development. Applicants can find out more about the School and the discipline from our [webpage](#).

We welcome applications from Aboriginal and Torres Strait Islander people, people from different cultural backgrounds and people with disabilities.

## Key Responsibilities

The incumbent will possess well-established academic skills and strong academic performance

### TEACHING AND LEARNING

- Preparation and delivery of lectures, tutorials and seminars into the Master of Public Policy and Management as well as elsewhere in the Political Science Discipline, as deemed appropriate, and in line with Faculty of Arts minimum thresholds for teaching satisfaction
- Subject coordination and delivery
- Curriculum design and innovation, including cross-disciplinary approaches
- Development of technology-based teaching, learning and assessment programs and resources
- Design and delivery of overseas subjects and other student mobility programs
- Teaching and learning innovation grants (with emphasis on national competitive and peer reviewed)
- Initiation, development and review of subject material, particularly at the postgraduate level
- Consultation with students
- Marking and assessment
- Administrative tasks associated with the subjects taught
- Supervision of sessional tutors
- Supervision of honours, graduate coursework and graduate research students

### RESEARCH

- Publications, including (but not limited to) peer-reviewed journal articles, book chapters, books, creative outputs and commissioned reports

- Application for external competitive research funding
- Participation in the research activities of the discipline, active participation in research seminars as well as at national and international conferences
- Contribute to developing networks within the discipline and with other academics, institutions, practitioners and communities, both nationally and internationally, to support collaboration

### LEADERSHIP AND SERVICE

- Active engagement in service, leadership and coordination roles in the discipline, School and Faculty demonstrating respectful, inclusive behaviours at all times and building trust amongst colleagues
- Active participation in committees (discipline, School, Faculty, University)
- Leadership in development of national and international institutional partnerships and networks
- Compliance with University policy and procedural requirements
- Continuing professional development activities
- Undertake leadership and administrative activities commensurate for a Level B academic with a clear aspiration and desire to undertake more substantive academic leadership roles in the future

## Selection Criteria

### ESSENTIAL

- A completed PhD in public policy, public management, public administration, public governance, or a closely related discipline
- Demonstrated specialisation in research which complements the existing public policy and governance profile of the University of Melbourne
- An outstanding record in research with a developing publication profile in relevant high-quality journals and publishing houses commensurate with stage of career
- Capacity to attract international and/or national competitive research funding (e.g. research grants and/or consultancies)
- Demonstrated excellence in teaching Public Policy and related subjects at the tertiary level, including the capacity to initiate subject/course

development and teach high enrolment postgraduate subjects

- Ability to teach across a broad range of Public Policy subjects, including core/compulsory subjects in the MPPM
- Ability to supervise honours and graduate degree theses, and to participate in supervisory panels at the graduate research level
- Demonstrated capacity and interest in contributing to the collective research capacity, collegial environment and intellectual culture of the School of Social and Political Sciences including the ability to interact positively with academic and administrative staff
- Proven initiative in and commitment to identifying, collaborating and engaging with a wide range of external interests including public bodies, businesses, not-for-profits and communities on research and/or learning
- Demonstrated capacity for the administrative work and leadership associated with academic life, including a clear aspiration and desire to undertake to undertake more substantive academic leadership roles in the future (e.g. MPPM Program Director)
- Demonstrated professional and collegial behaviour of a very high standard (encompassing commitment to the Faculty's Values and Behaviours outlined on page 2).

## DESIRABLE

- Strong computer literacy in line with the University's commitment to eTeaching and eLearning.
- Capacity to contribute to existing public policy research initiatives and research labs within the school.

## SPECIAL REQUIREMENTS

This position requires the incumbent hold a current and valid Working with Children Check. The University of Melbourne is dedicated to safeguarding the welfare of all community members, especially those most vulnerable. As part of our commitment to child safety and in line with the Victorian Child Safe Standards, this position will be required to hold a valid Employee WWCC, regardless of where in the University an employee may work or what work they do.

## 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

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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 34 in the latest Times Higher Education 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

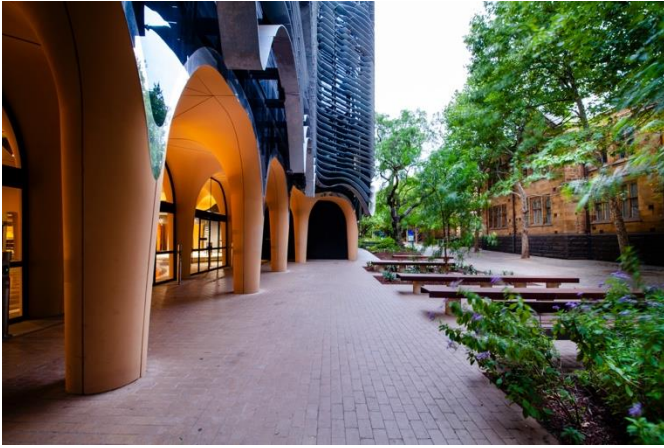
former Prime Ministers, Governors General, and Nobel Laureates, and is a testament to the world-class education the University of Melbourne delivers.

\*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

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## 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

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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

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### 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 Arts 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.

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<b>EMAIL</b>	<a href="mailto:tlynch@unimelb.edu.au">tlynch@unimelb.edu.au</a>