

Position Description – Associate Dean Digital Design

Position Details

Position Title:	Associate Dean Digital Design
Position Number:	50069416
College:	Design and Social Context
School:	School of Design
Campus Location:	Based at the City campus but may be required to work and/or be based at other campuses of the University.
Classification:	Academic Level D/E
Employment Type:	Fixed term (3 years), contract variation with an underlying ongoing position

RMIT University

RMIT is a leading multi-sector university of technology, design and enterprise with more than 91,000 students and 11,000 staff globally. We offer postgraduate, undergraduate, vocational education and online programs to provide students with a variety of work-relevant pathways.

Our purpose is to offer life-changing experiences for our students, and to help shape the world with research, innovation, teaching and industry engagement. With strong industry connections forged over 130 years, collaboration with industry remains integral to RMIT's leadership in education, applied and innovative research, and to the development of highly skilled, globally-focused graduates.

With three campuses in Melbourne (Central Business District, Brunswick and Bundoora), two in Vietnam (Hanoi and Ho Chi Minh City) and a centre in Barcelona, Spain, RMIT is a truly global university. RMIT also offers programs through partners in Singapore, Hong Kong, mainland China, Indonesia, Sri Lanka, Belgium, Germany, Austria and The Netherlands, and enjoys research and industry partnerships on every continent.

We are also committed to redefining our relationship in working with and supporting Aboriginal self-determination. Our goal is to achieve lasting transformation by maturing our values, culture, policy and structures in a way that embeds reconciliation in everything we do. We are changing our ways of knowing, working and being to support sustainable reconciliation and activate a relationship between Indigenous and non-Indigenous staff, students and community. Our three campuses in Melbourne (City, Brunswick and Bundoora campuses) are located on the unceded lands of the people of the Woi Wurrung and Boon Wurrung language groups of the eastern Kulin Nation

We're proud to share with you:

- The launch of our second [Reconciliation Plan for Dhumbah Goorowa– a “commitment to share” - an important step in our reconciliation journey.](#)
- RMIT University is an **Athena SWAN** member with Bronze Award accreditation and the College of Science, Engineering and Health is central to driving improvements in gender equality, diversity and inclusion, particularly in the Science, Technology, Engineering, Mathematics and Medicine (STEMM) disciplines.
- RMIT was placed **10th in the 2019 Randstad Employer Brand Research Awards**, up five spots from 2018.
- We were named as an **Employer of Choice for Gender Equality** by the Workplace Gender Equality Agency in 2019.
- We achieved **Gold Employer status for LGBTIQ** inclusion in the Australian Workplace Equality Index (AWEI) in 2018 and now in 2019.
- We were recognised as a **top five employer in 2018 for workplace accessibility** with the Australian Network on Disability.

RMIT Standings in university rankings

RMIT has a deep commitment to innovation, research and teaching, we are a 5-Star university under the QS Stars international evaluation system and are **238th globally in QS World University Rankings 2020** (moved up 12 places compared to 250th last year), being also 32nd in the world among universities less than 50 years old (2014 QS Top 50 Under 50 index). Additionally:

- In the 2019 QS World University Rankings by Subject, RMIT was positioned 12th in the world (highest ranked in Australia) in Art and Design, 22nd in the world (fourth highest in Australia) in Architecture and the Built Environment, and 37th in Media and Communications. We are also among the world's top 100 universities in Engineering (Civil and Structural; Electrical and Electronic; and Mechanical, Mechanical, Aeronautical and Manufacturing); Accounting and Finance; and Business and Management Studies).
- In the 2018 QS Rankings by Subject, RMIT was ranked 11th in the world and number one in the Asia Pacific for Art and Design, and 26th in Architecture and the Built Environment. RMIT is also among the world's top 100 universities in Engineering (Civil and Structural; Electrical and Electronic; and Computer Science and Information Systems); Accounting and Finance; Business and Management Studies; and Communication and Media Studies. The 2018 Shanghai Ranking's Global Ranking of Academic Subjects highlighted RMIT's strength in Engineering and Technology in particular.
- In the specialised rankings, RMIT is ranked 77th in the QS Graduate Employability Rankings 2020 and 82nd in the inaugural Times Higher Education University Impact Rankings 2019.
- RMIT also ranks in the world's **top 400** in the 2019 Academic Ranking of World Universities and in the world's **top 400** in 2020 Times Higher Education World University Rankings.

For more information, visit rmit.edu.au/about

The College of Design and Social Context

The College of Design and Social Context encompasses RMIT University's renowned art, architecture, design, built environment, communication, and social science disciplines. The college has 24,500 students and over 1,000 staff located in 8 schools.

The College's academic programs are generally market leaders and in high demand. Based on a strong foundation of practise led, industry partnered teaching and research, we aim to deliver skilled graduates with a deep sense of purpose, and high impact research and innovation.

For more information see www.rmit.edu.au/dsc

School of Design

The School of Design comprises the disciplines of Industrial Design, Digital Design (including animation, games and digital media) and Communication Design.

The school builds on RMIT's leading national and international reputation in design education by creating a specific focus on emerging areas such as UX and service design, design strategy and virtual and augmented reality.

The school comprises over 80 staff and 2,000 EFT undergraduate and postgraduate students.

Position Summary

The Associate Dean Digital Design is a critical leadership and management role in the school, responsible for driving L&T quality, research relevance and industry engagement for the discipline. In doing so, the Associate Dean is expected to work across disciplines and schools to deliver effective L&T and R&I outcomes.

The Associate Dean is accountable for providing strategic and academic leadership and management to the discipline, consistent with the University and College strategic plans and objectives, and for contributing at a senior level to the strategic planning and development of the school. This is an integrated leadership role that includes learning & teaching, research and industry engagement.

The Associate Dean is accountable for the program quality, viability, relevance and compliance of the discipline's academic programs and courses.

As a member of the school executive team the incumbent is required to work collaboratively with all members of the management team and with staff to ensure that the school achieves its strategic objectives.

The time fraction for the leadership component of the role will be determined in line with the school workload allocation model.

Reporting Line

Reports to: Dean

Direct reports:

Organisational Accountabilities

RMIT University is committed to the health, safety and wellbeing of its staff. RMIT and its staff must comply with a range of statutory requirements, including equal opportunity, occupational health and safety, privacy and trade practice. RMIT also expects staff to comply with its policy and procedures, which relate to statutory requirements and our ways of working.

Appointees are accountable for completing training on these matters and ensuring their knowledge and the knowledge of their staff is up to date.

Key Accountabilities

Academic leadership

1. Provide academic leadership and direction for the discipline and its suite of programs and research, consistent with College and University strategy
2. Ensure the quality, viability and relevance of curriculum and academic programs, in alignment with University KPI's, and lead curriculum and program development and renewal initiatives
3. In collaboration with the Associate Dean (Research & Innovation), ensure that research activity in the discipline is focussed on agreed strategic priorities, and contributes to the positioning and strengthening of the School

Engagement and partnerships

1. Represent the discipline, and maintain effective external alumni, academic and industry relationships, locally and internationally, to ensure currency, relevance and positioning of the discipline, its programs and research
2. Assist the Dean in the identification, development and delivery of partnership and business opportunities, locally and internationally
3. Contribute to the wider College and University projects and initiatives, and participate in relevant committees and forums

Management

1. Manage the academic staff team
2. Ensure program compliance with academic policy and regulatory requirements and lead relevant academic management activities, including chairing of program assessment boards and course assessment committees and student conduct issues
3. Identify resourcing requirements for the discipline including staffing, budget and equipment and ensure that the discipline operates within its resource allocation

Undertake teaching, research and professional activity as appropriate and as agreed with the Dean

Key Selection Criteria

1. Demonstrated national or international leadership in one of the domains of Digital Design evidenced through research, practice and/or scholarship
2. Strong leadership skills and experience in initiating, leading and managing academic teams and projects in a collegiate environment to deliver strategic objectives
3. Demonstrated capacity to think strategically and to act tactically based on organisational priorities and objectives
4. Demonstrated high level of interpersonal, communication and negotiating skills including the ability to liaise with senior executives and external bodies
5. Demonstrated understanding of financial management, academic management and good governance in a University context
6. Demonstrated experience in providing L&T leadership and expertise that contributes to improved student outcomes
7. Substantial record of academic, research and professional achievement in an area relevant to the discipline, and the capacity to exercise academic leadership to enhance the standing of the School nationally and internationally
8. Demonstrated strong commitment to key College strategic priorities including: praxis (integrated, practice-led, industry-engaged, teaching and research); and cross-disciplinary academic collaboration which delivers meaningful outcomes for our students and external stakeholders

Qualifications

PhD combined with knowledge and achievements that meet the professorial criteria

A Working with Children check is required for this role.

Endorsed:		Approved:	
	<p>Signature:</p>  <p>Name: Laurene Vaughan Title: Dean Date: 17 November 2019</p>		<p>Signature:</p> <p>Name: Paul Gough Title: PVC DSC Date: 20 October 2017</p>