



Position description

Senior Lecturer (Human Resource Management/Employment Relations)

Department/Unit	Department of Management
Faculty/Division	Faculty of Business and Economics Monash Business School
Classification	Level C
Work location	Clayton or Caulfield campus
Date document created or updated	10 February 2017

Organisational Context

Monash is a university of transformation, progress and optimism. Our people are our most valued asset, with our academics among the best in the world and our professional staff revolutionising the way we operate as an organisation. For more information about our University and our exciting future, please visit www.monash.edu

The **Monash Business School** undertakes education, research, consultancy and community engagements across all the main business and economics disciplines. It offers a comprehensive selection of awards including bachelor degrees, specialist master degrees by coursework, the Master of Business Administration (MBA), masters by research, and the PhD.

The Monash Business School operates across all four Australian campuses (Berwick, Caulfield, Clayton and Peninsula) and, together with business schools in South Africa and Malaysia, makes up Monash University's Faculty of Business and Economics.

The Monash Business School is structured into seven discipline-based departments (Accounting, Banking and Finance, Business Law and Taxation, Econometrics and Business Statistics, Economics, Management, and Marketing) as well as a number of research centres, units and groups in specialist areas such as behavioural economics, development economics, employment and work, and retail studies.

To learn more about the Monash Business School, please visit our website: www.buseco.monash.edu.au

The Department of Management is a large grouping of management educators and researchers in the Asia-Pacific region with academic staff teaching on the Monash metropolitan Australian campuses and at our international locations in China and Prato in Italy. The Department has an international reputation for its research and teaching in many fields of management, including: human resources, employment relations, operations, international business and organisational behaviour. Teaching is managed through three academic groups: Governance, Leadership and Organisation (GLO); Human Resources, Employment Relations and Research (HRERR); and, International Business, Operations and Strategy (IBOS). Our expertise embraces both the public and private sectors at home and overseas, with a special interest in Asia <http://business.monash.edu/management>

Position Purpose

The Senior Lecturer will make a substantial contribution to activities in the department, faculty and university, and play a key role within her/his profession or discipline. Academics at this level are expected to take on some leadership and service/administration tasks within the department. Specifically, the senior lecturer appointed to this role is required to contribute to teaching and scholarship in the nominated discipline areas of Human

Resource Management/Employment Relations (HRM/ER).

Reporting line: The position reports to the relevant discipline Professor/Associate Professor

Supervisory responsibilities: Not applicable

Financial delegation and/or budget responsibilities: Not applicable

Key responsibilities

Specific duties required of a Level C academic will include:

1. The conduct of lectures, tutorials, workshops or seminars, in accord with the requirements of the Department academic workload policy
2. Initiation and development of course material in line with best practice methodologies
3. Course coordination and course content and delivery enhancement, including the preparation and delivery of lectures and seminars, and the design, implementation and review of educational innovations
4. Undertaking and leading teaching in large classes at all levels, on and off campus, through 'face to face' teaching and on-line provision
5. Supervision of the program of study of honours students and of postgraduate students engaged in course work, and supervision, support and guidance to major honours or postgraduate research projects
6. Conducting high quality research in HRM/ER; including making applications for internal and external funding for research projects
7. Publication of scholarly A and A* papers in the highest quality domestic and international management journals and in line with the department research strategy
8. Attend and contribute to departmental, school and/or faculty meetings and play a major role in planning or committee work
9. Managing and ensuring timely attention to administrative functions related to units into which the academic teaches

Key selection criteria

Education/Qualifications:

1. The appointee will possess:
 - a doctoral qualification in management or a closely-related discipline

Knowledge and skill:

2. A significant record of high-quality research in one of the specified discipline areas of Human Resource Management/Employment Relations (HRM/ER), as evidenced by a strong A and A* publication record in quality domestic and international management journals, e.g. as per the Australian Business Deans Council (ABDC) 2016 list: <http://www.abdc.edu.au/pages/abdc-journal-quality-list-2013.html>
3. Demonstrated academic knowledge in one of the nominated discipline areas of HRM/ER and a commitment and capability to deliver high quality learning and teaching at undergraduate and postgraduate level
4. Demonstrated evidence of ability to teach to large classes and achieve good learning outcomes over a sustained period; e.g. teaching evaluations from the last 2 years
5. Evidence of successful record of quality research supervision of higher degree research students
6. Demonstrated ability to generate external research income
7. Possession of a high level of interpersonal skills and demonstrated ability to work positively and cooperatively with students, and independently with internal and external stakeholders
8. Demonstrated capacity to make a solid contribution to Department education, scholarly and administrative activities and tasks

Other job related information

- Travel (e.g. to other campuses of the University) may be required
- There may be peak periods of work during which the taking of leave may be restricted

Legal compliance

Ensure you are aware of and adhere to legislation and University policy relevant to the duties undertaken, including: Equal Employment Opportunity, supporting equity and fairness; Occupational Health and Safety, supporting a safe workplace; Conflict of Interest (including Conflict of Interest in Research); Paid Outside Work; Privacy; Research Conduct; and Staff/Student Relationships.