



# PROFESSOR AND HEAD OF SCHOOL OF SOCIAL SCIENCES

<b>DEPARTMENT/UNIT</b>	School of Social Sciences
<b>FACULTY/DIVISION</b>	Faculty of Arts
<b>CLASSIFICATION</b>	Level E
<b>DESIGNATED CAMPUS OR LOCATION</b>	Clayton campus

## ORGANISATIONAL CONTEXT

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Monash is full of thinkers and doers who are looking for their next challenge. So if you've forged a rewarding career so far, this role provides the perfect platform to join us. You'll have access to quality research facilities, infrastructure and teaching spaces to do exciting work, along with opportunities to collaborate internationally. You'll be part of a university that's made up of inspirational, challenging thinkers and doers – and continue doing work that makes a lasting impact. Discover more at [www.monash.edu](http://www.monash.edu).

Monash Arts is one of the largest, most diverse and dynamic arts faculties in Australia, with particular strengths in the humanities, performing arts, languages and social sciences. We encourage the development of innovative studies that operate at the intersection of traditional academic disciplines. The Faculty delivers programs via six schools and across six campuses, both in Australia and offshore, with courses ranging from undergraduate diplomas and degrees through to postgraduate coursework and graduate research degrees. Monash Arts is justly proud of the research capacity of its staff, who work at the cutting edge in their fields and carry this expertise and enthusiasm into their teaching. To learn more about Monash Arts, please visit our website: [www.monash.edu/arts](http://www.monash.edu/arts).

The School of Social Sciences is consistently ranked among the best social science schools both nationally and internationally. It is the largest school in the Faculty with 83 staff and 7,757 students and one of the largest consolidated schools of the social sciences nationally. Interdisciplinary teaching and research collaboration is encouraged.

The School offers a wide-ranging undergraduate program and a variety of postgraduate degrees in Anthropology, Criminology, Human Geography, Politics and International Relations and Sociology. A major focus of our teaching is to help students become responsible and informed global citizens.

The School of Social Sciences is a place of vibrant research activity and has research strengths focused on social and environmental transformations. The Social and Political Sciences Graduate Research Program provides doctoral training that equips students to understand and respond to complex legal, political, social, cultural and

economic problems; developing the necessary skills and expertise needed to advance knowledge for the public good and lead the next generation of social change.

The School is highly-engaged with international partnerships and projects and is committed to the global challenges of Monash's *Impact 2030* strategy: climate change, geopolitical security and thriving communities. The School is home to three flagship research centres delivering to this strategy and creating significant impact and engagement beyond academia: the Monash Gender, Peace and Security Centre; the Monash Gender and Family Violence Prevention Centre; and the Monash Migration and Inclusion Centre.

## POSITION PURPOSE

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As Head of School, the appointee will provide strategic leadership to the School, and will be a member of the Faculty executive and contribute to the development of the Faculty strategic plan. The appointee will play a leading role in implementing the strategic plan in the School of Social Sciences and will inspire staff with a strong vision for education, engagement and research. The Head of School will be expected to deliver a vision for the development of innovative educational programmes which create excellent experiences for students, strengthen and grow the research ambitions of the School, and seek meaningful and strategic partnerships with other academic endeavours and in industry.

As a Professor, in any one of the disciplines represented in the School, the appointee will be expected to exercise a special responsibility in providing academic leadership and in fostering excellence in research, teaching, professional activities and policy development within their academic discipline within the School, within the University and within the community, both scholarly and general.

**Reporting Line:** The position reports to the Dean of the Faculty of Arts

**Supervisory Responsibilities:** This position provides direct supervision to 12 staff

**Financial Delegation:** Yes, in accordance with the University delegations schedule

**Budgetary Responsibilities:** Not applicable

## APPOINTMENT PERIOD

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The professorial appointment will be a continuing appointment in the school of Social Sciences and will include the role of head of school for an initial period of up to five years with opportunity for renewal.

## KEY RESPONSIBILITIES

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Specific duties required of a Professor and Head of School may include:

1. Provide high-level strategic leadership to the school that is aligned with faculty and university strategic plans by managing, administering and fostering excellence in teaching, research and professional activities
2. Take responsibility for staff leadership and management, including team building, recruitment and selection, performance management and staff development ensuring equitable management of staff workload, including teaching, research and administration
3. Actively engage in a specialist research area in line with the Faculty's research strategy, by maintaining a substantial active publication record in high-quality refereed journals and/or research monographs, and supervising and mentoring early career researchers and research students
4. Foster research excellence through procuring competitive research grants, leading significant research projects and working with other staff to develop research links
5. Provide strong and committed leadership in teaching, curriculum development and research training by participating in the Faculty's curriculum planning and development processes, academic committees, and

relevant examination processes in addition to monitoring the quality of individual teaching in the relevant discipline

6. Provide innovative and effective leadership for the expansion of the Faculty's HDR program by attracting high quality graduate research students
7. Maintain and broaden collaborative partnerships with relevant faculties and departments/schools within the University and community
8. Maintain and broaden collaborative partnerships with external agencies both nationally and internationally, making a significant contribution to the profession
9. Other duties as directed from time to time

## **KEY SELECTION CRITERIA**

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### **Education/Qualifications**

1. The appointee will have:
  - A doctoral qualification in a relevant discipline and recognised as a leading authority in their discipline.

### **Knowledge and Skills**

2. Experienced, visionary leader who exhibits qualities of collaboration and collegiality, and who is able to unite, inspire and create an inclusive and supportive culture of high performance
3. Evidence of outstanding scholarly activity of an international standard, including significant publications in the highest impact journals, a consistent record of high-level research engagement and productivity and a demonstrated continuing commitment to one or more programs of research
4. Highly developed interpersonal and communication skills including the ability to liaise well with other academics, to mentor and develop staff and to represent and advocate for the school as a contributing member on various board and committees within the Faculty and the University
5. Demonstrated experience in various facets of academic management including the necessary leadership, strategic planning, financial, human resources and decision-making skills needed to manage a school
6. Evidence of collaborative and interdisciplinary research projects and the ability to foster a research culture with less-experienced researchers
7. Demonstrated ability to attract external funding in the form of both national competitive grants and other research income and in building links with industry, government, funding and professional bodies
8. Evidence of innovation in curriculum development, course design and course management and proven excellence in teaching
9. A vision for the future needs and development of Social Sciences within Australia and internationally, from research and educational perspectives
10. Evidence of sustained relationships with industry, government agencies and professional bodies coupled with vision for the future needs and development of Social Sciences within Australia and internationally

## **OTHER JOB RELATED INFORMATION**

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- Travel to other campuses of the University may be required
- There may be a requirement to work additional hours from time to time
- There may be peak periods of work during which taking of leave may be restricted
- A current satisfactory Working With Children Check is required

## **GOVERNANCE**

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Monash University expects staff to appropriately balance risk and reward in a manner that is sustainable to its long-term future, contribute to a culture of honesty and integrity, and provide an environment that is safe, secure and inclusive. Ensure you are aware of and adhere to University policies relevant to the duties undertaken and the values of the University. This is a standard which the University sees as the benchmark for all of its activities in Australia and internationally.