SKILLS SPECIALIST - CLOUD TECHNOLOGIES

DEPARTMENT/UNIT Australian Research Data Commons (ARDC)

FACULTY/DIVISION Office of the Vice-Provost (Research & Research Infrastructure)

CLASSIFICATION HEW Level 8

DESIGNATED CAMPUS OR LOCATION Caulfield campus

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 Office of the Vice-Provost (Research and Research Infrastructure) is responsible for managing the development and implementation of infrastructure strategy, which is aligned with the University’s grand challenges as well as the needs of industry. This places Monash in the best position to address the major scientific, technical and social challenges and opportunities facing Australia now and in the future.

Investing in leading-edge infrastructure and equipment supports the University’s research aspirations. As part of this, the University aims to operate core research platforms, comprising cutting-edge capabilities and promoting cross discipline/organisational collaborative research. To help us achieve our vision, we are attracting funding from various sources and developing strategic partnerships with major industry partners.

Coordinated by the Office of the Vice-Provost (Research and Research Infrastructure), Monash University has established a network of core Monash Technology Research Platforms (MTRP), including the Health Data Platform. Each of the MTRP’s comprise world leading technologies, strong management and governance to provide access to high-quality, specialist research services and expertise to the broad research community and industry. To learn more, please visit www.monash.edu/research/infrastructure/about-us/vprri

The Australian Research Data Commons (ARDC) is funded by the Australian Commonwealth Government. The funding has been provided through the National Collaborative Research Infrastructure Strategy (NCRIS) as part of the 2016 National Research Infrastructure Roadmap.

Monash University has been contracted by the Commonwealth Government to support the ARDC, along with the University of Melbourne, and the University of Queensland. The Australian National University (ANU) and the Commonwealth Scientific and Industrial Research Organisation (CSIRO) are subcontracted parties to Monash to support the work of the ARDC. The ARDC replaces three projects – ANDS through Monash University, NeCTAR through the University of Melbourne, and RDS through the University of Queensland.
POSITION PURPOSE

The ARDC Skills Specialist (Cloud Technologies) applies high-level leadership and expertise to guide and provide nationwide skills and training programs regarding the use of ARDC’s Research Cloud services.

The role is responsible for planning, implementing and managing a range of initiatives that will facilitate and support best practice in the provision of training and online support for ARDC’s Research Cloud users. They will be a member of ARDC’s Skills team but will work closely with the Cloud and Storage User Support manager and ARDC’s Cloud team.

The role requires liaison with the researchers, research cloud partners, research infrastructure communities, and leadership in discussions around community challenges and best practice relating to the use of cloud technologies. Extensive engagement and delivery activities will be required, often via online conferencing and potentially with some interstate and/or international travel.

Reporting Line: The position reports to the Chief Operating Officer – ARDC under broad direction with a degree of autonomy

Supervisory Responsibilities: Not applicable

Financial Delegation: Not Applicable

Budgetary Responsibilities: Not Applicable

KEY RESPONSIBILITIES

1. Contribute to strategic planning and the achievement of business unit and university goals in area of specialisation
2. Develop and implement a national training program for ARDC’s Cloud services
3. Co-ordinate, develop and deliver training, ensuring it is consistent, current, and accurate and reflects current best-practice, policy and procedures
4. Contribute to the development and continual improvement and maintenance of technical and non-technical training material, online support material, and courses and corresponding web sites
5. Develop and maintain a cohort of trainers in ARDC members and partners
6. Oversee all aspects of the delivery of ARDC’s Cloud training, including scheduling, resourcing and promoting of events
7. Contribute to the analysis of training performance through various statistical and reporting methods and improve training offerings where necessary
8. Other duties as directed from time to time

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
   - postgraduate qualifications or progress towards postgraduate qualifications and extensive relevant experience; or
   - extensive experience and management expertise; or an equivalent combination of relevant experience and/or education/training
Knowledge and Skills

2. Ability to conceptualise, develop, implement, deliver, and review training programs and materials, and to align these with strategic goals

3. Demonstrated ability to design, cost, implement and manage projects

4. Expert knowledge of professional learning and development best practice

5. Ability to handle situations which require initiative, independent judgement, consultation with senior stakeholders, sensitivity and tact

6. Strong interpersonal skills, including advanced facilitation and consultation skills, and ability to prioritise own workload, work independently and meet deadlines

7. High level oral and written communication skills, including formal oral presentations and report writing

8. Experience working with distributed teams and collaborators

OTHER JOB RELATED INFORMATION

- 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

GOVERNANCE

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.