



## Position description

### Associate Professor (Teaching and Research)

<b>Position number</b>	
<b>Department/Unit</b>	School of Social Sciences Geography
<b>Faculty/Division</b>	Faculty of Arts
<b>Classification (salary rates)</b>	Associate Professor Level D
<b>Employment type</b>	Full-time, continuing
<b>Work location</b>	Clayton campus
<b>Date document created or updated</b>	18 May 2015

#### Position purpose

The Associate Professor will take a leadership role in the Program's research and teaching, and make a significant contribution to the School, especially in relation to Geography. The appointee will be an established scholar with internationally recognised research in Geography.

The Associate Professor will engage in original and innovative research and contribute significantly to the development of the Geography Program's capacity to initiate and participate in major research projects and to secure resources for their conduct.

The appointee will enhance the Program's, and the School's, ability to attract and supervise excellent graduate research students. The appointee will take a leadership role in curriculum development and delivery especially in post-graduate coursework and will be prepared to engage in team teaching. The appointee will undertake positions of academic management and leadership in the Program and the School.

- **Reporting line:** The position reports to Professor Sharon Pickering
- **Supervisory responsibilities:** Staff, Graduate and Honours students
- **Financial delegation and/or budget responsibilities:** Nil

## Organisational context

**Monash University** is an energetic and dynamic university committed to quality education, outstanding research and international engagement. A member of Australia's Group of Eight research intensive universities, it seeks to improve the human condition and is committed to a sustainable future. Monash has six campuses in Victoria, a campus in Malaysia, a campus in South Africa, a centre in Prato, Italy, and numerous international partnerships and cooperative ventures.

Monash has approximately 56,000 equivalent full-time students spread across its Australian and off-shore campuses, and approximately 7000 full time equivalent staff. Approximately 3500 of these staff members are academic staff.

**Faculty of Arts** is one of the largest of the ten faculties at Monash University and is also one of the largest, most diverse and dynamic arts faculties in Australia. It delivers programs across six campuses: Clayton, Caulfield, Berwick, Gippsland, Malaysia and South Africa.

The Faculty has approximately 5,700 students (EFTSL), 500 staff (EFT) and annual revenue in excess of \$100 million. More information can be found at; <http://www.arts.monash.edu.au/>

**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 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, Sociology, Politics and International Relations and from 1 January 2016 Human Geography. A major focus of our teaching is to help students become responsible and informed global citizens.

## Key result areas and responsibility

**Specific duties required of a Level D academic may include:**

### Teaching

- preparation and delivery of lectures, tutorials and seminars at undergraduate, honours and postgraduate levels, generally in on-campus modes, including on-line support;
- initiation and development of unit and course material;
- coordination of course and units and offering guidance and supervision of staff;
- consultation with students;
- preparation and assessment of student assignments and examinations;
- active enhancement of the quality of teaching through collaboration with colleagues and through research;
- supervision of students engaged in course work, and honours research projects;

### Research

- academic leadership in fostering research excellence through procuring competitive research grants and working with other staff to develop research links;
- active engagement in his or her specialist research area in line with the School's research strategy, by maintaining a substantial active publications record (for example in high-quality refereed journals) and supervising and mentoring research students;
- significant role in research projects including leadership of a research team;
- active contribution to partnering with industry and diversifying the funding base;
- supervision of research students and mentoring of early career researchers;
- participation in School, Faculty and University research activities.

## **Administration**

- contribution to the academic leadership and management of the School;
- broad range of administrative functions relevant to teaching and research;
- pastoral care of students and participation in School and University consultative processes and procedures;
- conduct of performance management reviews and engagement in mentoring academic staff;
- maintenance and development of national and international links to relevant communities and external agencies;
- appropriate liaison with campus and School administrative staff;
- participation in campus, School, Faculty and University meetings and committees as required by the Head of School.

## **Other Duties**

Performance of other duties as required by the Head or Deputy Head of School.

## **Key selection criteria**

### **Essential:**

1. Completion of a Ph.D. in Geography or a cognate discipline.
2. Outstanding record of research nationally and internationally in Geography as evidenced by publication record, and a demonstrated ability to earn income through external research granting bodies or through external service;
3. Capacity to lead an internationally-orientated postgraduate program; ;
4. Demonstrated excellence and leadership in teaching, curriculum development and teaching organisation at the undergraduate and postgraduate levels, and a willingness to undertake training in the Monash University Graduate Certificate of Higher Education;
5. Evidence of excellence in the supervision of higher degree research students;
6. High level of interpersonal skills and a proven ability to establish good working relationships with colleagues, students and members of community and professional bodies;
7. Willingness and demonstrated ability to mentor staff and students;
8. Willingness to contribute to School, Faculty and University committees, and experience of doing so;

### **Desirable**

9. Demonstrated ability to lead and manage research projects and research teams;
10. Evidence of commitment to, and involvement in, professional activities at national and international level in the field of Geography (e.g., holding office in scholarly and/or professional organisations, editorship of journals, peer review of publications, and convening of conferences).

## **Other job related information**

- Travel (eg. to other campuses of the University)
- Peak periods of work during which the taking of leave may be restricted
- Possession of a current Victorian Driver's License

## **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
- Staff/Student Relationships