



Position description

Lecturer (American History)

Position number	
Department/Unit	History Program School of Philosophical, Historical and International Studies
Faculty/Division	Faculty of Arts
Classification (Salary rates)	Level B
Employment type	Full-time, continuing
Work location	Clayton campus
Date document created or updated	29/11/2013

Position purpose

This is a continuing post, available from July 2014. We seek an expert in Colonial American and/or Modern United States History but with a capacity to work across regions and/or time periods. The position requires an ability to contribute to teaching in United States history, international studies and historical theory and method. The successful applicant will also be expected to supervise research students, engage in original and innovative research, and apply for external research grants, including Australian Research Council Discovery grants.

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 62,500 equivalent full-time students spread across its Australian and off-shore campuses, and approximately 7,400 full time equivalent staff. Approximately 3,500 of these staff members are academic staff. The University's strategic direction is set out in the publication *Monash Directions 2025*, which can be accessed at <http://www.monash.edu.au/about/monash-directions>.

Monash's **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 at six campuses: Clayton, Caulfield, Berwick, Gippsland, Malaysia and South Africa. Many of the Faculty's courses are available through distance education over the Internet. Monash Arts has strengths in the humanities, performing arts, languages and social sciences. It encourages research and teaching at the intersection of traditional academic disciplines. Faculty offerings include the full range of the old and new humanities from the classics to communications and media studies. Qualifications offered include undergraduate diplomas and degrees, faculty certificates, graduate diplomas, postgraduate coursework degrees and research degrees. The Faculty has approximately 5700 students and 500 staff. Its annual revenue exceeds \$100 million.

School of Philosophical, Historical and International Studies

The School undertakes teaching and research and includes: the Philosophy Program; the Centre for Human Bioethics; the History Program; the Centre for Medieval and Renaissance Studies; the Centre for Archaeology and Ancient History; the Centre for Studies in Religion and Theology; and the Australian Centre for the Study of Jewish Civilisation. The School is one of six Schools in the Faculty of Arts. The School has administrative responsibility for the Bachelor of Arts (Global) and the faculty major in International Studies. The School currently has a full-time equivalent of 62 teaching and research staff and numerous sessional staff. There are approximately 125 enrolled Higher Degree students in the School. The School teaches on three Victorian campuses and offers programs in Malaysia and South Africa as well as a distance education programme via flexible learning.

The History Program

The History Program has an outstanding track record in competitive research grants, publications and awards for historical research. It prides itself on excellent teaching at all levels and a strong identity as a supportive community of historians (see <http://www.arts.monash.edu.au/history/>). The successful candidate will have a capacity to work across disciplines, regions and/or time periods, and an ability to contribute to teaching and supervision in American history, international studies and historical theory and method.

Key result areas and responsibility

A Level B academic is expected to make contributions to the teaching effort of the School and the University and to carry out activities to maintain and develop her/his scholarly, research and/or professional activities relevant to the profession or discipline. The position will be based at the Clayton campus in Melbourne, but will involve some teaching at the Caulfield campus, also in Melbourne.

Specific duties required of a Level B academic include:

Teaching

- The preparation and delivery of lectures, seminars and tutorials
- Initiation and development of teaching materials
- Unit coordination (acting as a unit coordinator and offering guidance to assistant lecturers and supervision of sessional staff in teaching unit/s if required)
- Consultation with students
- Preparation and assessment of student assignments and examinations
- Supervision of honours and postgraduate students
- Involvement in professional activity
- Marking and assessment of student assignments and examinations

Research

- Undertake original research that will lead to publications in refereed journals or with high level academic or commercial publishers
- Development of research projects that are suitable for external and government funding
- Participate actively in and contribute to the collaborative research culture of the program and school

Administration

- A range of administrative functions, the majority of which are connected with the units/courses in which the academic teaches but may include responsibilities that relate to research and the School's development.
- Participation in School and university consultative processes and procedures including School and faculty/university meetings and committees is expected.

Other duties

- To be involved in professional and community activities and the performance of other duties as required by the Head of the School.

Key Selection Criteria:

Essential

1. A PhD qualification or near completion;
2. Expertise in American History;
3. Evidence of outstanding research potential—established research publication record with a demonstrated capacity and enthusiasm to independently undertake and publish research and to generate external funding for research;
4. High quality teaching experience at tertiary level, and a capacity to teach in American history, international studies and historical theory and method;
5. Ability to work as part of a team—demonstrated high level interpersonal skills with a willingness and capacity to contribute to the collegial activities of the Faculty and to work collaboratively towards the enhancement of the Faculty environment for all staff and students;
6. Good organisational and administrative skills and a high level of oral, written, IT and administrative/organisational skills;
7. Capacity to travel to other campuses including the Caulfield campus, also in Melbourne.

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