

## Position Description

### Position Title

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<b>Position No:</b>	50039876
<b>Business Unit:</b>	Graduate Research school
<b>Division:</b>	Graduate and Global Research
<b>Department:</b>	Research Education and Development
<b>Classification Level:</b>	Level C Teaching & Research
<b>Employment Type:</b>	Full-Time, Continuing
<b>Campus Location:</b>	Melbourne (Bundoora)
<b>Other Benefits:</b>	<a href="http://www.latrobe.edu.au/jobs/working/benefits">http://www.latrobe.edu.au/jobs/working/benefits</a>

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

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### **Position Context/Purpose**

Reporting to the Director, Research Education and Development, this role is responsible for the provision of high quality and effective research education and development programs for graduate research candidates, supervisors and researchers across the university. This includes planning, organising and delivering strategic university-wide programs that enhance the experience and career outcomes of graduate researchers and staff, that promote wellbeing, and that support the development of a vibrant research culture at La Trobe, including a culture of excellence in graduate research supervision. The development of programs that support stakeholders with a diverse range of backgrounds and in different research environments is critical, including programs that support and enhance the experience and success of candidates, supervisors and researchers engaged in global research and industry partnerships.

### **Duties at this level will include:**

- Design, coordinate and deliver strategic, university-wide and comprehensive researcher development programs for graduate researchers, supervisors and researchers with a diverse range of backgrounds.
- Design innovative and effective researcher development activities that reflect best practice nationally and internationally, utilising various modes of engagement including online and in-person delivery.
- Conduct and lead innovative and high impact research **relevant to researcher development**.
- Contribute to building a robust and ambitious research culture within La Trobe.
- Work with the PVC (Graduate and Global Research), staff in the Graduate Research School, the DVC (Research and Industry Engagement) portfolio, Schools, Research Centres, and external organisations, to strengthen and support the research culture of La Trobe's research and industry engagement ecosystem.
- Design and deliver programs that support research and graduate research activities in partnership with global and industry organisations.
- Undertake other duties commensurate with the classification and scope of the position as required by the Director, RED.

### **Key selection criteria:**

- Completion of a PhD in any field, **preferably accompanied by a research trajectory relevant to researcher development**.
- Demonstrated record of achievement in researcher development recognised at the institutional, state or national level.
- Demonstrated ability to effectively contribute to the RED development domains, with particular attention to any/all of the following: Candidature Experience, Supervisor Development, Research Communication, Academic Writing, Career Development, Industry Engagement
- Strong personal track record as a university educator, reflected in prior teaching/program development experience, with a particular emphasis on online learning.
- Strong research track record with appropriate evidence of quality and impact.
- Experience supporting graduate research candidates to completion.
- Excellent verbal and written communication skills, including the ability to interact effectively with program participants from across university disciplines.
- Demonstrated ability to work as a member of a team in a co-operative and collegial manner.
- Demonstrated effectiveness in liaising with internal and external partners, including senior leadership representatives.

### **Capabilities required to be successful in the position**

- Ability to work collaboratively, demonstrate inclusivity and tailor communication in a way that is meaningful to the audience – consistently modelling accountability, connectedness, innovation and care.

- Demonstrated creative and critical thinking, ability to generate ideas to solve local problems and recommend improvements to current work practices.
- Ability to make sense of data to inform decision making – implementing ideas to improve local practices.
- Knowledge of own strengths, weaknesses and biases – modifying behaviour, based on self-reflection and feedback, to respond to others with empathy and act on feedback to improve knowledge, skills and behaviour.

### Essential Compliance Requirements

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working With Children Check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

### Other Information

The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities, or focus of the job.

### Position Flexibility

La Trobe University is committed to providing a diverse, inclusive and respectful working environment for all staff. We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

### Why La Trobe:

- Develop your career at an innovative, global university where you'll collaborate with community and industry to create impact.
- Enjoy working on our inspiring and stunning campuses – the perfect hub for industry, students and academics
- Help transform the lives of students, partners and communities now and in the future

This is more than just a job. Working at La Trobe offers opportunities to demonstrate excellence and transform lives.

Here, you'll join exceptional people, partners and communities, who power our operations with ambition and purpose.

We are forward-looking and culturally inclusive. We continuously review, improve and transform our processes to embrace new, flexible approaches. That means you'll always have the opportunity to succeed and make a difference.

### La Trobe's Cultural Qualities:



#### We are accountable

*We strive for excellence in everything we do. We hold each other and ourselves to account, and work to the highest standard.*



#### We are connected

*We connect to the world outside – the students and communities we serve, both locally and globally*



#### We are innovative

*We tackle the big issues of our time to transform the lives of our students and society.*



#### We care

*We care about what we do and why we do it. We believe in the power of education and research to transform lives and global society. We care about being the difference in the lives of our students and communities*

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Initials:                      Date: