

Position Description

Lecturer, Archaeology and History

Position No:	50147140
Business Unit:	Office of the Provost
School:	School of Humanities & Social Sciences
Department:	Archaeology and History
Classification Level:	Level B Teaching & Research
Employment Type:	Full-Time, Fixed Term (12 months)
Campus Location:	Melbourne (Bundoora)
Other Benefits:	http://www.latrobe.edu.au/jobs/working/benefits

Further information about:

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

Position Context/Purpose

This is a 12-month fixed term position to coordinate and deliver two undergraduate subjects within the Bachelor of Archaeology Degree: ARC2DIG 'Digging Archaeology: an introduction to archaeological excavation' (in Semester 2 of 2022); and ARC2SCI 'An Introduction to Archaeological Science' (in both Semester 2 of 2022 and Semester 1 of 2023). Both ARC2DIG and ARC2SCI are established subjects with existing developed resources, but some redevelopment may be required prior to their delivery. Additionally, the successful candidate will be encouraged and supported to continue with their own research activities, including developing research programs and funding proposals, undertaking primary research, and the publication and dissemination of that research. Candidates should note that the Archaeology program is going through a period of growth and has plans to advertise two continuing positions, both commencing during 2023, from which they would not be precluded from applying.

ARC2DIG Subject Details: <https://handbook.latrobe.edu.au/subjects/2022/arc2dig>

ARC2SCI Subject Details: <https://handbook.latrobe.edu.au/subjects/2022/ARC2SCI>

Duties at this level will include:

- Develop, coordinate and teach a high-quality learning experience that engages students through a combination of online learning face-to-face tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and/or studio sessions.
- Demonstrate a scholarly approach to learning and teaching and contribute to disciplinary teaching pedagogy and research.
- Keep abreast of innovations in teaching and learning in areas such as, but not restricted to, online and blended delivery and incorporate where appropriate.
- Conduct and publish, or otherwise disseminate high quality and/or high impact research as a member of a team or independently and produce conference/seminar papers and publications from that research.
- Contribute to writing up research findings for publication and dissemination.
- Contribute to a robust and ambitious research culture.
- Continue to develop professional practice skills/knowledge and expertise.
- Perform allocated administrative functions effectively and efficiently.
- Participate in continuing education for the profession or the teaching community.
- Contribute to building relationships at local and national level.
- Undertake other duties commensurate with the classification and scope of the position as required by the Head of Department or Head of School.

Essential Criteria

Skills and knowledge required for the position

- PhD or equivalent accreditation and standing recognised by the University/profession as appropriate for the relevant discipline areas.
- Experience of effective teaching in a university environment.
- Evidence of high quality and/or high impact research conducted and published or otherwise disseminated, relative to opportunity.
- Sound analytical skills with an ability to communicate complex information clearly both orally and in writing.

- High level organisational skills with the ability to set priorities, meet deadlines, initiate and follow-up actions, all with minimal or no supervision.
- High level oral and written communication skills, including the ability to interact effectively with people from a diverse range of backgrounds.
- Demonstrated ability to work collaboratively and productively with staff and students from a diverse range of backgrounds.
- Evidence of the ability to work as a member of a team in a co-operative and collegial manner.
- Ability to teach Archaeological Field methods and Archaeological Science (broadly interpreted) subjects.

Skills and knowledge that are desirable for the position:

- Experience in the preparation of research proposal submissions to external funding bodies and evidence of success in securing research.
- Extensive excavation experience within an Australian context.
- Graduate Certificate in Higher Education or similar evidence of professional preparation for HE teaching.

Capabilities required to be successful in the position

- Ability to demonstrate self-awareness, see things from another person's perspective and actively seek out and act on feedback to improve knowledge, skills and behaviour.
- Ability to work collaboratively, recognise the value of diversity and model accountability, connectedness, innovation and care.
- Ability to think creatively, explore new ideas and respectfully challenge existing practices in order to improve current ways of working.
- Ability to implement improvements to local processes.

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

For Human Resource Use Only

Initials:

Date: