



Position Description

Senior Lecturer in Human Resource Management

Position No:

Department: Management, Sport and Tourism

School: La Trobe Business School

Campus/Location: Melbourne (Bundoora)

Classification: LEVEL C – Lecturer

Employment Type: Full-time and continuing

Position Supervisor: Dr Nicola McNeil

Number: 03 94791471 / 0400419158

Other Benefits: <http://www.latrobe.edu.au/jobs/working/benefits>

Further information about:

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

College of Arts, Social Science and Commerce – <http://latrobe.edu.au/assc>

La Trobe Business School – <http://latrobe.edu.au/business>

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La Trobe Business School is a community of students, academics, and professionals committed to enhancing business learning through education and research which is innovative, responsible and engaged. The School has a reputation for innovative course design, the maintenance of a supportive student-centred learning environment and an outstanding research profile. We offer a range of general and specialist undergraduate and postgraduate courses that are rigorous, attuned to emerging trends and taught by staff at the forefront of their fields. In an era of digital disruption and global competition, we focus on the critical knowledge and skills that provide strong foundations for success in employment and in civic life. The School is AACSB accredited and has an outstanding reputation for world class research and for expanding educational opportunities for students from across Australia and around the world. Our researchers are innovative and impactful and are known for building strong relationships with our industry partners.

The Department of Management, Sport and Tourism is one of the three departments that constitute LaTrobe Business School in the College of Arts, Social Sciences and Commerce. The department is committed to actively engaging with business, policy-makers and the professions in the pursuit of relevant and impactful (social and economic as well as academic) research and, where possible, seek to effectively engage with the University's Research Themes. The Department of Management, Sport and Tourism wish to appoint a full time Level C Senior Lecturer in the Area of Human Resource Management

Position purpose

The successful candidate will develop curriculum, coordinate subjects, teach and support students as they learn. In addition, they will carry out the administrative functions of the discipline and undertake scholarly research in the field of human resource management, relevant to the development of learning and teaching in their discipline.

The successful applicant will coordinate and teach in the area of Human Resource Management (broadly defined) and in related areas as determined by the Head of the Department or School. The successful applicant will provide leadership in related undergraduate and postgraduate course offerings and actively lead curriculum development to contribute to the success of courses. The position is located at Melbourne, but teaching may also be required at other campuses of the University or off-shore. The appointee will be required to conduct high quality, relevant and impactful research, significantly contribute to the ongoing development of the research culture of the Department and School, prepare and deliver lectures and seminars, conduct tutorials and/or labs, facilitate links between the School and industry, and participate in administrative and service activities as appropriate.

Duties at this level may include:

- Design, coordinate and teach subjects and courses which provide a high-quality learning experience that engages undergraduate, honours and postgraduate students.
- Design innovative and effective curriculum which reflects developing best practice nationally and internationally, utilising various methodologies including online and blended learning.
- Contribute to La Trobe's Scholarship of Teaching (SoLT) and disciplinary teaching pedagogy and research.
- Provide leadership and mentoring to others in subject or course level curriculum design and development and delivery of teaching.
- Conduct and lead innovative and high impact research and produce conference and seminar papers and publications resulting from that research.
- Supervision of Higher Degree by Research (HDR), honours and postgraduate students.

- Play a significant role in research projects including leadership of research teams and/or management of projects.
- Obtain necessary research funding from contracts, grants and/or consultancies.
- Develop and enable the capability of staff within the work area by monitoring and continuously managing their performance and mentor them to better meet current and future role requirements. In doing this, provide staff with constructive feedback and support for high quality performance contributions.
- Maintain professional practice skills, knowledge and expertise at state/nationally recognised level, where appropriate
- 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

- Completion of a PhD degree in human resource management, or an associated field.
- Completion of a Graduate Certificate in Higher Education or similar evidence of professional preparation for and continuous professional development in higher education teaching.
- Demonstrated effectiveness in curriculum development and teaching with a commitment to excellence in teaching in one or more of the following areas: human resource analytics; performance management; remuneration; recruitment and selection practices; diversity management.
- Demonstrated capacity to provide leadership at course/program/research group or similar level.
- Successful record of external research funding and establishment of national and international research collaborations, including with industry partners.
- Excellent oral and written communication skills, including the ability to interact and engage effectively with people from a diverse range of backgrounds.
- Demonstrated ability to lead teaching innovations and curriculum development at course level.
- Proven ability to deliver an engaging and innovative learning experience which reflects developing best practice and utilizes various methodologies including online and blended learning.
- Proven ability to mentor and supervise students and a record of successful higher degree by research supervision, relative to opportunity.
- Demonstrated ability to work as a member of a team in a co-operative and collegial manner.
- Demonstrated expertise in quantitative data analysis techniques.
- Proven experience and success in managing staff performance and development.

Capabilities required to be successful in the position

- 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.
- 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 problem and recommend improvements to current work practices.

- Ability to make sense of data to inform decision making – implementing ideas to improve local practices.

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 relevant 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.

La Trobe Cultural Qualities

Our cultural qualities underpin everything we do. As we work towards realising the strategic goals of the University, we strive to work in a way which is aligned to our four cultural qualities:

- 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 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 **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.