POSITION DESCRIPTION

Position Title: Associate Lecturer / Lecturer in Chinese
Organisation Unit: School of Languages and Cultures
Position Number: TBA
Type of Employment: Full-time, Continuing
Classification: Academic Level A or B (Level of appointment will be commensurate with qualifications and experience)

THE UNIVERSITY OF QUEENSLAND

The University of Queensland (UQ) contributes positively to society by engaging in the creation, preservation, transfer and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff and alumni. For more than a century, we have educated and worked with outstanding people to deliver knowledge leadership for a better world.

UQ ranks in the world’s top universities, as measured by several key independent ranking, including the Performance Ranking of Scientific Papers for World Universities (43), the US News Best Global Universities Rankings (52), QS World University Rankings (47), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (65). UQ again topped the nation in the prestigious Nature Index and our Life Sciences subject field ranking in the Academic Ranking of World Universities was the highest in Australia at 20.

UQ has an outstanding reputation for the quality of its teachers, its educational programs and employment outcomes for its students. Our students remain at the heart of what we do. The UQ experience – the UQ Advantage – is distinguished by a research enriched curriculum, international collaborations, industry engagement and opportunities that nurture and develop future leaders. UQ has a strong focus on teaching excellence, winning more national teaching excellence awards than any other in the country and attracting the majority of Queensland’s highest academic achievers, as well as top interstate and overseas students.

UQ is one of Australia’s Group of Eight, a charter member of edX and a founding member of Universitas 21, an international consortium of leading research-intensive universities.

Our 50,000-plus strong student community includes more than 13,000 postgraduate scholars and more than 12,000 international students from 144 countries, adding to its proud 240,000-plus alumni. The University has about 7,000 academic and professional staff and a $1.8 billion annual operating budget. Its major campuses are at St Lucia, Gatton and Herston, in addition to teaching and research sites around Queensland and Brisbane city. The University has six Faculties and four University-level Institutes. The Institutes, funded by government and industry grants, philanthropy and commercialisation activities, have built scale and focus in research areas in neuroscience, biomolecular and biomedical sciences,
sustainable minerals, bioengineering and nanotechnology, as well as social science research.

UQ has an outstanding track-record in commercialisation of our innovation with major technologies employed across the globe and integral to gross product sales of $11billion+ (see http://uniquest.com.au/our-track-record).

UQ has a rapidly growing record of attracting philanthropic support for its activities and this will be a strategic focus going forward.

Organisational Environment

The Faculty of Humanities and Social Sciences (HASS) is a large comprehensive Faculty with a broad academic profile and substantial research achievements. The Faculty Office is based at the St Lucia campus in the iconic Forgan Smith building adjacent to the Great Court of the University. The Executive Dean of the Faculty is Professor Tim Dunne, who continues to be active in his field of political science alongside his leadership role.

The Faculty comprises seven Schools (Communication & Arts; Education; Historical & Philosophical Inquiry; Languages & Cultures; Music; Political Science & International Studies; Social Science), two research Institutes (Institute for Social Science Research; Institute for Advanced Studies in the Humanities), two museums (Anthropology Museum and the RD Milns Antiquities Museum), and several school-based research centres. It offers a broad range of programs to a large cohort of international and domestic students, with 850 research higher degree students, approximately 1,500 students in postgraduate coursework degrees and close to 8,000 undergraduates.

There are over 300 academic staff across the Faculty. One indicator of our standing in the disciplines that we research is membership in the learned academies, where UQ can proudly claim 34 members of the Australian Academy of the Humanities and 43 members of the Academy of Social Sciences in Australia.

Teaching in the Faculty is underpinned by substantial research performance and several specialized fields of research were judged at the highest level (5 ranking) in the most recent Excellence in Research Australia (ERA) evaluation that concluded at the end of 2015. These fields include Specialist Studies in Education; Political Science; Cultural Studies; Literary Studies; History and Philosophy of Specific Fields. Overall, HASS returned outputs to 21 disciplinary field codes, where 90% were rated above (4 ranking) or well above world standard (5 ranking). This is indicative of high quality and capacity in research.

These research achievements internationally are reflected in the 2016 Leiden rankings (based on impact, not reputation), where the Humanities and Social Sciences at UQ ranks 21st in the world on the quantum of publications in ranked journals, placing us first in Australia and in the Oceania region (for the full data-set see http://www.leidenranking.com).

The quality of our overall Faculty’s performance is also evident in the QS World University Rankings for 2015 which places Social Sciences at UQ at 30th in the world, and Humanities in the top 50. This data can be accessed at: http://www.topuniversities.com/faculty-rankings.

More information about the Faculty can be accessed at http://www.hass.uq.edu.au/.

The School of Languages and Cultures is one of the largest Schools of language instruction in Australia with over 40 academic staff.
The School teaches Chinese, French, German, Indonesian, Japanese, Korean, Russian and Spanish, as well as Linguistics and Applied Linguistics, to students in the Bachelor of Arts, Bachelor of International Studies, the university-wide concurrent Diploma in Languages, the Diploma of Arts, and dual degree programs.

At postgraduate level the School offers two NAATI-accredited Masters programs in Translation and Interpreting (one in Japanese and one in Chinese) and growing programs in Linguistics, Applied Linguistics and TESOL. Staff research and supervise PhD students in these fields and also in Australian Aboriginal languages.

Details of the research interests of academic staff may be accessed on the school’s web site at https://languages-cultures.uq.edu.au/ or http://researchers.uq.edu.au.

Information for Prospective Staff

Information about life at UQ including staff benefits, relocation and UQ campuses is available at - http://www.uq.edu.au/current-staff/working-at-uq

The University of Queensland Enterprise Agreement outlines the position classification standards for Levels A to E.

**DUTY STATEMENT**

**Primary Purpose of Position**

To engage, as an Associate Lecturer/Lecturer, in undergraduate and postgraduate teaching, postgraduate supervision, and contribute to the further development of the School’s undergraduate Chinese translation and interpreting program, as well as performing research, administrative and other activities associated with the School and the program.

**Duties**

Duties and responsibilities include, but are not limited to:

**Teaching and Learning**

- Teach undergraduate courses in the Chinese discipline offered by the School as required, including lecturing, group or individual tutoring, preparation of teaching materials and marking as required (for Level A, with guidance from more senior academic staff).
- Coordinate courses in the Chinese language, interpreting and translation as appropriate, including consultations and other communications with students (for Level A, with guidance from more senior academic staff).
- Where appropriate teach courses in flexible delivery mode.
- Supervise Honours, Postgraduate Coursework and Research Higher Degree theses (for Level A, with guidance from more senior academic staff).

**Research**

- Develop (at Level A) or maintain (at Level B) an appropriate research program.
- Develop, as appropriate, applications for external research funding.
- Conduct research and publish research outcomes in high-quality scholarly outlets.
- Cooperate with colleagues and postgraduate students in the development of joint research projects where appropriate.

**Service and Engagement**

- Perform a range of administrative functions in support of the undergraduate and postgraduate Chinese program.
- Foster the School’s relations with industry, government departments, professional bodies and the wider community.

**Other**

Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:

- the [University’s Code of Conduct](#)
- requirements of the Queensland occupational health and safety (OH&S) legislation and related [OH&S responsibilities and procedures](#) developed by the University or Institute/School
- the adoption sustainable practices in all work activities and compliance with associated legislation and related University [sustainability responsibilities and procedures](#)
- requirements of the Education Services for Overseas Students Act 2000, the National Code 2007 and associated legislation, and related [responsibilities and procedures](#) developed by the University

**Organisational Relationships**

The position reports to the Head of School.
SELECTION CRITERIA

Essential at both Level A and B

- A PhD in an area of Chinese translation and interpreting, language and linguistics, applied linguistics, or related fields.
- Native or near-native fluency in both Chinese and English.
- Experience in designing, teaching and coordinating courses in translation and interpreting between Chinese and English.
- Demonstrated capacity to implement effective language-teaching methodologies and use alternative modes of teaching, including blended and/or flexible learning.
- Superior inter-personal and communication skills.
- Ability to work in a culturally diverse environment.

Essential at Level A

- Demonstrated evidence of a developing record of publication in high-quality outlets in the field.
- Evidence of high-quality tertiary teaching experience of Chinese language, translation and interpreting at undergraduate level.

Essential at Level B

- Demonstrated evidence of an established record of publication in high-quality outlets in the field.
- Evidence of ongoing research projects, including plans for external funding applications.
- Evidence of high-quality tertiary teaching experience of Chinese language, translation and interpreting at undergraduate level, including course coordination and initiating and developing course materials.

Desirable at Level B

- Professional qualifications from NAATI or similar Translation and Interpreting Accreditation Authorities in other countries
- An active and effective record of principal supervision of Research Higher Degree students.
- Evidence of obtaining and successfully managing external competitive research funds (including with senior colleagues).
- An ability to establish effective relationships with external organisations, such as secondary schools, government departments and cultural institutions.
Seminar

Applicants invited for interview may be expected to present a seminar in conjunction with the selection interview process.

Qualification Verification

An appointment to this position is subject to the verification of the highest academic qualification from the conferring institution.

The University of Queensland values diversity and inclusion and actively encourages applications from those who bring diversity to the University. Please refer to the University’s Diversity and Inclusion webpage (http://www.uq.edu.au/equity) for further information and points of contact if you require additional support.

Accessibility requirements and/or adjustments can be directed to the contact person listed in the job advertisement.