POSITION DESCRIPTION

Position Title: Deputy Associate Dean (Research) - Researcher Development
Organisation Unit: Faculty of Science
Type of Employment: 40% appointment (negotiable) for Fixed Term 3 years.
Type of Employment: Internal only - (remainder of the appointment will be with substantive org unit)
Classification: Academic Level D or E

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 CWTS Leiden Ranking (32), the Performance Ranking of Scientific Papers for World Universities (43), the US News Best Global Universities Rankings (42), QS World University Rankings (48), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (69). Excluding the award component, UQ is now ranked 45th in the world in the ARWU, and is one of the only two Australian universities to be included in the global top 50.

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 52,000-plus strong student community includes more than 16,400 postgraduate scholars and more than 15,400 international students from 135 countries, adding to its proud 250,000-plus alumni. The University has more than 6,600 academic and professional staff (full-time equivalent) and a $1.75 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 Science is an internationally recognised provider of world-class education and research. A research-intensive Faculty, we have a gross budget in excess of $340M, employ approximately 1,500 continuing and fixed-term staff (headcount) and teach around 7,500 full-time equivalent coursework students (EFTSL).

We teach agriculture, biology, chemistry, earth sciences, food science, geography, marine science, mathematics, physics, planning, the environment, veterinary science, to undergraduate and postgraduate coursework students enrolled in a range of degree programs in science, engineering, health, medicine and veterinary science. We provide the community with the next generation of professionals and graduates who are sufficiently scientifically literate and numerate to be effective in understanding, managing and addressing complex problems, including those in energy, food supply, health, environment and sustainability.

Research conducted in the Faculty of Science includes fundamental research across a wide range of scientific disciplines and a vibrant portfolio of applied research, well linked to industry and government, particularly in its areas of Agriculture and Food Sciences, Geography and Earth Sciences, Infectious / Exotic disease, Ecology and Environment, and Veterinary Sciences. Information about the Faculty may be accessed on the Faculty’s web site at http://www.uq.edu.au/science

The Faculty of Science comprises six Schools and several research centres and is located on both the St. Lucia and Gatton campuses and two Marine research stations of The University of Queensland.

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

The Deputy Associate Dean (Research) - Researcher Development will contribute to attracting and enhancing the training and development of researchers in the Faculty of Science, with a particular emphasis on Higher Degree Research (HDR) students and Early-Career Research (ECR) staff.
The Deputy ADR (Researcher Development) will be expected to spend time at both St. Lucia and Gatton campuses.

The Deputy ADR (Researcher Development) will deputize for the Associate Dean (Research) as required.

**Duties**

Duties and responsibilities include, but are not limited to:

- In collaboration with the Faculty of Science Engagement Manager and Director of International, develop and support activities and partnerships to attract the best HDR students and ECR staff to the Faculty of Science, and evaluate their effectiveness.
- In collaboration with the UQ Graduate School, develop events and professional development opportunities specifically related to the Faculty of Science for HDR students and, where appropriate, advisors of HDR students to ensure a high quality HDR experience.
- In collaboration with the ADR, Executive Dean and Heads of Schools, develop events and career development opportunities specifically related to the needs of Faculty of Science researchers, with emphasis on ECR staff.

**Delegated Associate Dean Research roles**

On occasion the Deputy ADR (Researcher Development) will undertake a subset of roles delegated by the Associate Dean Research from the full-list of ADR duties outlined in PPL 1.20.08 Roles and Responsibilities of Associate Deans (Research). These may include, but are not limited to:

- Chair Faculty committees
- Represent the Faculty on University committees
- Represent the Faculty at University events, e.g. TSXPO, UQ Open Day, Research Week
- When delegated exercise authority regarding approval of research funding applications

**Organisational Relationships**

The Deputy Associate Dean (Researcher Development) reports to the Associate Dean (Research) and Deputy Executive Dean of the faculty.

As with other senior positions within the faculty, it is expected that the post-holder will maintain some commitment to teaching and/or research.

**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 of 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 Deputy Associate Dean (Research Development) reports to the Associate Dean (Research) and Deputy Executive Dean of the faculty.

As with other senior positions within the Faculty, it is expected that the post-holder will maintain some commitment to teaching and/or research.
SELECTION CRITERIA

- Postgraduate qualification in a discipline within the Faculty of Science.
- Extensive experience in University research, including the development of research students and early career research staff.
- Demonstrated capacity to provide academic leadership in research training or development.
- Demonstrated knowledge of research training management within a university environment and a commitment to building excellence in researcher development.
- The ability to think and act strategically including the ability to plan and to deliver continuous improvement of research training and development.
- Strong interpersonal, people management and communication skills including the ability to work with individuals and teams to achieve outcomes and continual improvement.
- The skills to represent the Faculty’s interests in the University and the wider community, and with relevant professional and other bodies.

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 recruitment@uq.edu.au