Position Description

**Purpose Statement:**
A Level B Academic (Teaching and Research) will contribute to the strategic goals of the Mathematical Sciences Institute (MSI) through excellence in independent research, undergraduate and graduate teaching, higher degree student supervision and outreach activities.

**Key Accountability Areas:**

**Position Dimension & Relationships:**
A level B Academic is responsible for contributing to enhancing the academic discipline and the strategic direction of the school, through establishing and maintaining excellence in research, teaching and professional activities within the University, and within the community, at both a scholarly and general level.

**Role Statement:**
- Undertake independent research in an area of the Mathematical Sciences with a view to publishing original and innovative results in refereed journals, present research at academic seminars and at national and international conferences, and collaborate with other researchers at a national and/or international level.
- Actively seek and secure external funding including the preparation and submission of research proposals to external funding bodies.
- Build research networks to interact and actively seek collaborative research opportunities, including (but not limited to) joint student supervision, offering training courses and exploring joint research projects.
- Contribute to the teaching activities of the School at the undergraduate and graduate levels. This includes, but is not limited to, the preparation and delivery of lectures and tutorials, the preparation of online material, marking and assessment, consultations with students, acting as subject coordinators and the initiation and development of course/subject material.
- Supervise students working on individual or group projects at undergraduate, honours, graduate-coursework levels. Assist with supervision of research students.
- Co-supervise Postdoctoral Fellows and research support staff in your research area.
- Proactively contribute to all aspects of the operation of the School and College. This may include representation through committee memberships.
- Assist in outreach activities including to prospective students, research institutes, industry, government, the media and the general public.
- Maintain high academic standards in all education, research and administration endeavours.
- Comply with all ANU policies and procedures, and in particular those relating to work health and safety and equal opportunity.
- Other duties as required consistent with the classification level of the position.
Skill Base
A Level B Academic shall have qualifications and/or experience recognised by the institution as appropriate for
the relevant discipline area.
In many cases a position at this level will require a doctoral or masters qualification or equivalent accreditation
and standing.
In determining experience relative to qualifications, regard is had to teaching experience, experience in
research, experience outside tertiary education, creative achievement, professional contributions and/or to
technical achievement.

SELECTION CRITERIA:
1. A PhD in Mathematics or a related area, with a track record of independent research in the field of
Mathematical Sciences as evidenced by publications in peer-reviewed journals and conferences, a
record of developing and maintaining collaborations and by other measures such as awards, invitations
to give talks at leading conferences etc.

2. Ability to carry out innovative research contributions at the international level as demonstrated by
published work.

3. An ability and commitment to attract external funding, including fellowships, to support individual and
collaborative research activities, as well as a commitment to organise and participate in conferences,
workshops and graduate courses.

4. Demonstrated commitment to excellence in education/teaching at the undergraduate and/or
postgraduate levels; with an ability to supervise higher degree research students, postdoctoral fellows
and a research team.

5. Demonstrated ability to work as part of a team and a commitment to contribute to the strategic direction
of the discipline area, School and the University.

6. Excellent communication skills both oral and written as well as interpersonal skills to effectively to build
rapport with staff, visitors and students.

7. A demonstrated high-level understanding of equal opportunity principles and a commitment to the
application of these policies in a University context.

The ANU conducts background checks on potential employees, and employment in this position is conditional
on satisfactory results in accordance with the Background Checking Procedure which sets out the types of
checks required by each type of position.

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References:
- General Staff Classification Descriptors
- Academic Minimum Standards

For assistance please contact HR Division Ph. 6125 3346
Position Description

College/Division: ANU College of Science (CoS)
Faculty/School/Centre: Mathematical Sciences Institute (MSI)
Department/Unit: 
Position Title: Senior Lecturer
Classification: Academic Level C
Position No: 
Responsible to: Associate Director - Education
Number of positions that report to this role: 
Delegation(s) Assigned: 

PURPOSE STATEMENT:
A Level C Academic (Teaching and Research) will make a significant contribution to the strategic goals of the Mathematical Sciences Institute (MSI) through excellence in independent research, undergraduate and graduate teaching, higher degree student supervision and outreach activities.

KEY ACCOUNTABILITY AREAS:

Position Dimension & Relationships:
A Level C Academic is responsible for enhancing the academic discipline and contributing to the strategic direction of the school, through maintaining excellence in research, teaching and professional activities within the University, and within the community at both a scholarly and general level.

Role Statement:
Specific duties required of a Level C Academic may include:

- Undertake high impact independent research in an area of the Mathematical Sciences with a view to publishing original and innovative results in international refereed journals, present research at academic seminars and at national and international conferences, and collaborate with other researchers at a national and/or international level.
- Actively seek and secure external funding including the preparation and submission of research proposals to external funding bodies.
- Build research networks to interact and actively seek collaborative research opportunities, including (but not limited to) joint student supervision, offering training courses and exploring joint research projects.
- Make a strong contribution to the teaching activities within the School at the undergraduate and graduate levels. This includes, but is not limited to, the preparation and delivery of lectures and tutorials, the preparation of online material, marking and assessment, consultations with students, acting as a subject coordinator, the initiation and development course/subject material and actively lead overall curriculum development in the discipline.
- Supervise students working on individual or group projects at undergraduate, honours, graduate-coursework levels. Supervision of research students.
- Co-lead, mentor and develop early career academic and research support staff in your research area.
- Proactively contribute to all aspects of the operation of the School and College. This may include representation through committee memberships
- Lead outreach activities including to prospective students, research institutes, industry, government, the media and the general public.

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- Maintain and actively promote high academic standards in all education, research and administration endeavours.
- Comply with all ANU policies and procedures, and in particular those relating to work health and safety and equal opportunity.
- Other duties as required consistent with the classification level of the position.

**Skill Base**

A Level C Academic will normally have advanced qualifications and/or recognised significant experience relevant discipline area. A position at this level will require a doctoral qualification or equivalent accreditation and standing.

In determining experience relative to qualifications, regard is had to teaching experience, experience in research, experience outside tertiary education, creative achievement, professional contributions and/or to technical achievement.

In addition a position at this level will normally require a record of demonstrable scholarly and professional achievement in the relevant discipline area.

**SELECTION CRITERIA:**

1. A PhD in Mathematics or a related area, with a strong track record of independent research in the field of Mathematical Sciences as evidenced by cited publications in peer-reviewed journals and conferences, a record of developing and maintaining collaborations and by other measures such as awards, invitations to give talks at leading conferences etc.

2. An ability to carry out innovative research contributions at the international level as demonstrated by a substantial body of published work.

3. An ability to attract external funding and fellowships, and a commitment to organise and participate in conference, workshops and graduate courses.

4. Demonstrated commitment to excellence in education/teaching at the undergraduate and/or postgraduate levels; with an ability to supervise higher degree research students, postdoctoral fellows and a research team.

5. Demonstrated ability to lead and work as part of a team and to meet deadlines, as well as a commitment to organise and participate in conferences, workshops and graduate courses.

6. Evidence of a commitment and contribution to the strategic direction and education agenda of the discipline area, School and the University.

7. Excellent communication and leadership skills, as demonstrated through the supervision and nurturing of higher degree research students, postdoctoral fellows and research teams.

8. A demonstrated high-level understanding of equal opportunity principles and a commitment to the application of these policies in a University context

*The ANU conducts background checks on potential employees, and employment in this position is conditional on satisfactory results in accordance with the Background Checking Procedure which sets out the types of checks required by each type of position.*

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**References:**

- [General Staff Classification Descriptors](#)
- [Academic Minimum Standards](#)
Position Description

College/Division: ANU College of Science (CoS)
Faculty/School/Centre: Mathematical Sciences Institute (MSI)
Department/Unit:
Position Title: Associate Professor
Classification: Academic Level D
Position No:
Responsible to: Director, Mathematical Sciences Institute
Number of positions that report to this role:
Delegation(s) Assigned:

PURPOSE STATEMENT:
A Level D Academic (Teaching and Research) is expected to make a significant contribution to all activities of the organisational unit or interdisciplinary area and play a significant role within their profession or discipline. Academics at this level may be appointed in recognition of distinction in their disciplinary area.

KEY ACCOUNTABILITY AREAS:

Position Dimension & Relationships:
A Level D Academic is responsible for enhancing the academic discipline and contributing to the strategic direction of the school, through leading and maintaining excellence in research, teaching and professional activities within the University, and within the community at both a scholarly and general level.

Role Statement:
In their role as an Academic Level D the Associate Professor is expected to:

- Undertake high impact independent research in the area of mathematics with a view to publishing original and innovative results in international refereed journals, present research at academic seminars and at prestigious national and international conferences, and collaborate with other researchers at an international level.
- Actively seek and secure external funding including the preparation and leadership of major multi party collaborative research proposals.
- Make a strong contribution to the teaching activities of the School at the undergraduate and graduate levels. This includes, but is not limited to, the preparation and delivery of lectures and tutorials, the preparation of online material, marking and assessment, consultations with students, acting as a subject coordinator, the initiation and development course/subject material and actively lead overall curriculum development in the discipline and across the College.
- Supervise students working on individual or group projects at undergraduate, honours, graduate-coursework levels. Supervision of research students.
- Lead, supervise and develop less senior academic and research support staff in the School.
- Proactively contribute to all aspects of the operation of the School, College and University. This may include taking on broader leadership and supervisory roles.
- Lead and initiate community outreach activities including to prospective students, research institutes, industry, government, the media and the general public.
- Maintain and actively promote high academic standards in all education, research and administration endeavours undertaken by the School, the College and the University.
• Take responsibility for their own workplace health and safety and not willfully place at risk the health and safety of another person in the workplace and a commitment to the application of EO policies in a university context.
• Other duties as required that are consistent with the classification of the position.

Skill Base

A Level D academic will normally make an outstanding contribution to the research and/or scholarship and/or teaching and administration activities of an organisational unit, including a large organisational unit, or interdisciplinary area.

A Level D academic will make an outstanding contribution to the governance and collegial life inside and outside of the institution and will have attained recognition at a national or international level in their discipline. The academic will make original and innovative contributions to the advancement of scholarship, research and teaching in their discipline.

SELECTION CRITERIA:

1. A PhD in Mathematics or a related area, with a strong track record of independent research in the field of Mathematical Sciences as evidenced by cited publications in peer-reviewed journals and conferences, a record of developing and maintaining collaborations and by other measures such as awards, invitations to give talks at leading conferences etc.

2. Proven ability to carry out innovative research contributions at the international level as demonstrated by a substantial body of published work.

3. A strong track record of attracting external funding and fellowships, and a commitment to organise and participate in conference, workshops and graduate courses.

4. Demonstrated capacity to foster excellence in education/teaching at the undergraduate and/or postgraduate levels; with a proven ability to supervise higher degree research students, mentor postdoctoral fellows and a research team.

5. Demonstrated ability to lead and work as part of a team and to meet deadlines, as well as a commitment to organise and participate in conferences, workshops and graduate courses.

6. Evidence of a commitment and contribution to the strategic direction and education agenda of the discipline area, School and the University.

7. Excellent communication and effective leadership skills, as demonstrated through the supervision and nurturing of higher degree research students, postdoctoral fellows and research teams.

8. A demonstrated high-level understanding of equal opportunity principles and a commitment to the application of these policies in a University context.

The ANU conducts background checks on potential employees, and employment in this position is conditional on satisfactory results in accordance with the Background Checking Procedure which sets out the types of checks required by each type of position.

Supervisor/Delegate Signature:  Date:
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References:
General Staff Classification Descriptors
Academic Minimum Standards

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