Australian National University

Position Description

College/Division:	ANU College of Systems and Society
School/Centre:	Mathematical Sciences Institute
Position Title:	Lecturer
Classification:	Academic Level B
Position No:	43952
Responsible to:	Associate Director - Education

PURPOSE STATEMENT:

The Mathematical Sciences Institute (MSI), located in the College of Systems and Society, is one of Australia's leading schools for research and education in mathematics. Current research areas include algebraic geometry, representation theory, number theory, algebraic and geometric topology, nonlinear partial differential equations, harmonic analysis, geometric analysis, mathematical data science, computational mathematics, bioinformation science, fusion plasma theory and modelling, and environmental modelling, mathematical physics, probability and stochastics.

The Lecturer is expected to undertake work in all three areas of academic activity: research, education, and service (including outreach). The allocation of time to each area will be discussed with the position's supervisor annually and will reflect the appointee's research agenda, School and interdisciplinary teaching requirements and leadership opportunities within the School environment. The Lecturer may also be required to supervise or mentor less senior staff and undertake leadership roles as applicable. The staff member will contribute cooperatively to the overall intellectual life of the School, College and University.

KEY ACCOUNTABILITY AREAS:

Position Dimension & Relationships:

The Lecturer will be a member of MSI, accountable to the Director of the School. The Lecturer will be expected to work collegially, leading by example to develop and maintain effective, productive and beneficial workplace relationships with academic and professional staff in the School and College, students and honorary appointees, as well as with industry stakeholders. This position will also have a mentoring role for students and will involve collegial and productive collaborations with local, national and, where possible, international colleagues.

Role Statement:

In their role as an Academic Level B the Lecturer is expected to:

- Undertake independent research in mathematics, publish original and innovative results in refereed journals, present research at academic seminars and national and international conferences, and collaborate with other researchers at a national and/or international level.
- Actively seek external funding including through the preparation and submission of proposals to external funding bodies.
- Contribute to the School's teaching activities at undergraduate and graduate levels, including the preparation and delivery of lectures, tutorials, and workshops, preparation of online material, assessment and marking, student consultation, course coordination, and the development of course and subject material.
- Supervise students undertaking individual or group projects at undergraduate, honours, graduate-coursework levels, and contribute to the supervision of HDR students.
- Mentor Postdoctoral Fellows and research support staff in the appointee's area of research..
- Actively contribute to the operations of the School, including through committee membership and other activities that support the School's academic mission.
- Assist with outreach and engagement activities involving prospective students, research institutes, industry, government, the media and the general public.

- Maintain high academic standards in all education, research, and administration endeavours.
- Take responsibility for their own workplace health and safety and not wilfully place at risk the health and safety of another person in the workplace.
- Demonstrate an understanding of equal opportunity principles and policies and a commitment to their application in a university context.
- Undertake other duties as required that are consistent with the classification of the position.

Skill Base:

A Level B academic will undertake independent teaching and research in their discipline or a related area. In research, scholarship, teaching and/or professional practice, a Level B academic will make an independent contribution through their expertise and may coordinate or lead the activities of other staff, as appropriate to the discipline.

A Level B academic will normally contribute to teaching at undergraduate, honours and postgraduate level, engage in independent scholarship, research and/or professional activities appropriate to their discipline. They may also be required to undertake the full academic responsibilities and related administration for the coordination of an award program of the University.

SELECTION CRITERIA:

1. A PhD in mathematics or a related area, with a track record of independent research in the Mathematical Sciences as evidenced by publications in peer-reviewed journals and conference proceedings, a record of developing and maintaining collaborations, and by other measures such as awards, and invitations to present at conferences.
2. Evidence of the ability to articulate and prosecute innovative research at the international level, and a vision for the activities the applicant will undertake at the ANU.
3. Demonstrated ability and commitment to apply for competitive external funding to support individual and collaborative research activities.
4. Evidence of an ability and willingness to teach at all levels.
5. Ability to supervise and graduate high-quality PhD and Masters research students.
6. Demonstrated ability to work as part of a team, contribute to team management and meet deadlines.
7. Excellent oral and written English language skills and a demonstrated ability to communicate and interact effectively with staff and students in a cross-disciplinary academic environment and to foster respectful and productive working relationships with staff, students and colleagues at all levels.
8. Demonstrated understanding of equal opportunity principles and policies, and a commitment to their application in a university context.

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. All appointments are required to make relevant declarations to comply with the National Higher Education Code to Prevent and Respond to Gender-Based Violence.

Supervisor/Delegate Name:		**Date:**	

References:

CSS Academic Performance Standards

Minimum Standards for Academic Levels (MSAL)

Australian National University

Pre-Employment Work Environment Report

Position Details

College/Div/Centre	College of Systems and Society	**Dept/School/Section**	Mathematical Sciences Institute (MSI)
Position Title	Lecturer	**Classification**	Level B
Position No.	43952	**Reference No.**	

In accordance with the Work Health and Safety Act 2011 (Cth) the University has a primary duty of care, so far as reasonably practicable, to ensure the health and safety of all staff while they are at work in the University.

- This form is used to advise potential applicants of work environment and health and safety hazards prior to application.
- This form must be completed by the supervisor of the position. Without this form jobs cannot be advertised.
- Once an applicant has been selected for the position they must familiarise themselves with the University WHS Management System Handbook.
- The hazards identified below are of generic nature in relation to the position. It is not correlated directly to training required for the specific staff to be engaged. Identification of individual WHS training needs must be in accordance with WHS Local Training Plan and through the WHS induction programs and Performance Development Review Process.
- Information regarding reasonable workplace adjustments that may be required to enable an individual to fulfil the inherent requirements of their position is available at 2024_ANU Inherent Requirements Reference Table.pdf

Potential Hazards

Please indicate whether the duties associated with appointment will result in exposure to any of the following potential hazards, either as a **regular** or **occasional** part of the duties.

TASK	regular	occasional	TASK	regular	occasional
key boarding	☒	☐	laboratory work	☐	☐
lifting, manual handling	☐	☐	work at heights	☐	☐
repetitive manual tasks	☐	☐	work in confined spaces	☐	☐
organizing events	☐	☒	noise / vibration	☐	☐
fieldwork & travel	☐	☒	electricity	☐	☐
driving a vehicle	☐	☐			
NON-IONIZING RADIATION			**IONIZING RADIATION**		
solar	☐	☐	gamma, x-rays	☐	☐
ultraviolet	☐	☐	beta particles	☐	☐
infra red	☐	☐	nuclear particles	☐	☐
laser	☐	☐			
radio frequency	☐	☐			
CHEMICALS			**BIOLOGICAL MATERIALS**		
hazardous substances	☐	☐	microbiological materials	☐	☐
allergens	☐	☐	potential biological allergens	☐	☐
cytotoxics	☐	☐	laboratory animals or insects	☐	☐
mutagens/teratogens/ carcinogens	☐	☐	clinical specimens, including blood	☐	☐
pesticides / herbicides	☐	☐	genetically-manipulated specimens	☐	☐
			immunisations	☐	☐

PSYCHOSOCIAL HAZARDS (please specify):

OTHER POTENTIAL HAZARDS (please specify):

Australian National University

Position Description

College/Division:	ANU College of Systems and Society
School/Centre:	Mathematical Sciences Institute (MSI)
Position Title:	Senior Lecturer
Classification:	Academic Level C
Position No:	
Responsible to:	Associate Director - Education

PURPOSE STATEMENT:

The Mathematical Sciences Institute (MSI), located in the College of Systems and Society, is one of Australia's leading schools for research and education in mathematics. Current research areas include algebraic geometry, representation theory, number theory, algebraic and geometric topology, nonlinear partial differential equations, harmonic analysis, geometric analysis, mathematical data science, computational mathematics, bioinformation science, fusion plasma theory and modelling, and environmental modelling, mathematical physics, probability and stochastics.

The Lecturer is expected to undertake work in all three areas of academic activity: research, education, and service (including outreach). The allocation of time to each area will be discussed with the position's supervisor annually and will reflect the appointee's research agenda, School and interdisciplinary teaching requirements and leadership opportunities within the School environment. The Lecturer may also be required to supervise or mentor less senior staff and undertake leadership roles as applicable. The staff member will contribute cooperatively to the overall intellectual life of the School, College and University.

KEY ACCOUNTABILITY AREAS:

Position Dimension & Relationships:

The Senior Lecturer will be a member of MSI, accountable to the Director of the School. The Lecturer will be expected to work collegially, leading by example to develop and maintain effective, productive and beneficial workplace relationships with academic and professional staff in the School and College, students and honorary appointees, as well as with industry stakeholders. This position will also have a mentoring role for students and will involve collegial and productive collaborations with local, national and, where possible, international colleagues.

Role Statement:

In their role as an Academic Level C the Senior Lecturer is expected to:

- Undertake high impact independent research in mathematics, publish original and innovative results in refereed journals, present research at academic seminars and national and international conferences, and collaborate with other researchers at a national and/or international level.
- Actively seek external funding including through the preparation and submission of proposals to external funding bodies.
- Make a strong contribution to the School's teaching activities at undergraduate and graduate levels, including the preparation and delivery of lectures, tutorials, and workshops, preparation of online material, assessment and marking, student consultation, course coordination, and the development of course and subject material.
- Supervise students undertaking individual or group projects at undergraduate, honours, graduate-coursework levels, and contribute to the supervision of HDR students.
- Provide leadership, supervision and mentoring for less senior academic and research support staff in the appointee's area of research.
- Proactively contribute to all aspects of the operation of the School and College, including through committee membership where appropriate.
- Lead outreach and engagement activities involving prospective students, research institutes, industry, government, the media and the general public.
- Maintain and actively promote high academic standards across education, research and administration.
- Undertake other duties as required that are consistent with the classification of the position.

Comply with all ANU policies and procedures, particularly those relating to work health and safety and equal opportunity.

Skill Base

A Level C academic will make a significant contribution to the discipline at the national level. In research, scholarship and/or teaching, they will make original contributions that expand knowledge or practice in their discipline.

A Level C academic will normally make a significant contribution to research, scholarship, teaching and administration within an organisational unit or interdisciplinary area at undergraduate, honours and postgraduate levels. The academic will normally play a major role or provide a significant degree of leadership in scholarly, research and/or professional activities relevant to the profession, discipline and/or community, and may be required to undertake the full academic responsibilities and related administration for the coordination of a large award program or a number of smaller award programs of the University.

SELECTION CRITERIA:

1. A PhD in mathematics or a related area, with a strong track record of independent research in the mathematical sciences as evidenced by cited publications in peer-reviewed journals and conference proceedings, a record of developing and maintaining collaborations, and other measures such as awards and invitations to present at prominent conferences.
2. A track record of articulating and prosecuting innovative research at the international level, and a vision for the activities the applicant will undertake at ANU.
3. A record of winning competitive external funding to support individual and collaborative research activities.
4. Evidence of effective teaching at all levels and of the ability to contribute to setting the education agenda of the School.
5. A track record of successfully supervising and graduating high-quality PhD and Masters research students.
6. Demonstrated ability to lead and work as part of a team, contribute significantly to team management, and meet deadlines.
7. Excellent oral and written English language skills, and a demonstrated ability to communicate and interact effectively with staff and students in a cross-disciplinary academic environment and to foster respectful and productive working relationships with staff, students and colleagues at all levels.
8. A demonstrated understanding of equal opportunity principles and policies, and a commitment to their application in a university context.

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. All appointments are required to make relevant declarations to comply with the National Higher Education Code to Prevent and Respond to Gender-Based Violence.

Supervisor/Delegate Name:		**Date:**	

References:

CSS Academic Performance Standards

Minimum Standards for Academic Levels (MSAL)

Australian National University

Pre-Employment Work Environment Report

Position Details

College/Div/Centre	College of Systems and Society	**Dept/School/Section**	Mathematical Sciences Institute
Position Title	Senior Lecturer	**Classification**	Level C
Position No.		**Reference No.**	

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Potential Hazards

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TASK	regular	occasional	TASK	regular	occasional
key boarding	☒	☐	laboratory work	☐	☐
lifting, manual handling	☐	☐	work at heights	☐	☐
repetitive manual tasks	☐	☐	work in confined spaces	☐	☐
organizing events	☐	☒	noise / vibration	☐	☐
fieldwork & travel	☐	☒	electricity	☐	☐
driving a vehicle	☐	☐			
NON-IONIZING RADIATION			**IONIZING RADIATION**		
solar	☐	☐	gamma, x-rays	☐	☐
ultraviolet	☐	☐	beta particles	☐	☐
infra red	☐	☐	nuclear particles	☐	☐
laser	☐	☐			
radio frequency	☐	☐			
CHEMICALS			**BIOLOGICAL MATERIALS**		
hazardous substances	☐	☐	microbiological materials	☐	☐
allergens	☐	☐	potential biological allergens	☐	☐
cytotoxics	☐	☐	laboratory animals or insects	☐	☐
mutagens/teratogens/ carcinogens	☐	☐	clinical specimens, including blood	☐	☐
pesticides / herbicides	☐	☐	genetically-manipulated specimens	☐	☐
			immunisations	☐	☐

PSYCHOSOCIAL HAZARDS (please specify):

OTHER POTENTIAL HAZARDS (please specify):