

## POSITION DESCRIPTION – ACADEMIC

### POSITION INFORMATION

<b>Position Title</b>	Associate Professor, Law		
<b>Faculty</b>	Faculty of Law and Business		
<b>School</b>	Thomas More Law School		
<b>Nominated Supervisor</b>	Dean of Law	<b>Campus/Location</b>	Melbourne or North Sydney
<b>Academic Level</b>	D	<b>Academic Career Pathway</b>	Teaching and Research
<b>CDF Achievement Level</b>	2 Management (Line)	<b>Work Area Position Code</b>	
<b>Employment Type</b>	Full-time / Continuing	<b>Date reviewed</b>	30 August 2017

### ABOUT AUSTRALIAN CATHOLIC UNIVERSITY

Mission Statement:

*Within the Catholic intellectual tradition and acting in Truth and Love, Australian Catholic University is committed to the pursuit of knowledge, the dignity of the human person and the common good.*

Australian Catholic University (ACU) is both a Catholic University and a public institution within the Australian higher education sector. ACU is an inclusive community which welcomes students and staff of all beliefs.

The University is committed to a strong Catholic ethos and seeks to foster and promote teaching and learning, research and scholarship, and community engagement in the Christian tradition. As valued members of our community, all staff members are expected to have an understanding of ACU's [Mission](#) and values and to demonstrate an active contribution to them.

The University shares with universities worldwide a commitment to quality in teaching, research and service. It aspires to be a community characterised by free enquiry and academic integrity.

The University chooses to focus on areas of teaching and research that are closely connected with its particular character as a University that is Catholic, public and national. The focus areas are Theology and Philosophy, Health, Education, and the Common Good and Social Justice.

ACU has over 2,500 staff supporting more than 34,000 students across seven campuses – Adelaide, Ballarat, Brisbane, Canberra, Melbourne, North Sydney and Strathfield.

The structure to support this complex and national University consists of:

Provost

Chief Operating Officer & Deputy Vice-Chancellor

Deputy Vice-Chancellor, Research

Deputy Vice-Chancellor, Students, Learning and Teaching

Each portfolio consists of a number of Faculties, Research Institutes or Directorates. The Directorate of Identity and Mission drives both the Identity and the [Mission](#) of the University. In addition, five Associate Vice- Chancellors and Campus Deans focus on the University's local presence and development of the University at the local 'campus' level.

The University pursues performance excellence and offers an environment where staff are valued and rewarded. Staff are expected to demonstrate a commitment to continuous improvement and to participate fully in resolving issues to achieve and maintain quality standards relevant to role. Further information about a career with ACU is available at [www.acu.edu.au](http://www.acu.edu.au).

ACU is committed to diversity and social inclusion in its employment practices. Applications from Aboriginal and Torres Strait Islander people, people with disabilities and people from culturally diverse groups are encouraged.

## **ABOUT THE FACULTY OF LAW AND BUSINESS**

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Launched on 1 January 2014, the Faculty of Law and Business arose from the merger between the former Faculty of Business and the Faculty of Law. The Faculty of Business commenced in 2010, having grown out of the former national School of Business, with a history extending over 20 years. The launch of the Faculty of Law followed in 2013 in Melbourne and expanded into Sydney in 2014. The Faculty of Law and Business culminates 20 years of growth and development for ACU in these pivotal areas of study.

## **ABOUT THE THOMAS MORE LAW SCHOOL**

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The Thomas More Law School is one of Australia's most dynamic Law Schools. The School commenced delivery of its law program in Melbourne in 2013 and expanded to include Sydney from the first teaching period in 2014.

The School's law program is global, practical and ethical, delivered in the context of the core values underpinning the University including social justice, human dignity and respect, ethical practice promoting the public interest, and the social and environmental responsibilities of the modern legal practitioner.

Small intakes into the law degree allow a personalised learning environment. Students undertake pro bono work as part of their degree while also being asked to consider the global dimensions of law.

The Thomas More Law School has a strong commitment to research and community engagement. Our aspiration is to be a national School with a substantial research profile supporting international links built on an existing international network of Catholic law schools in Europe, the USA and Asia.

## **POSITION PURPOSE**

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The Associate Professor in Law will have an established record of quality publications and an active research profile in any discipline of Law. The position holder will undertake research and scholarship, ensuring excellence in teaching and learning within their discipline area at undergraduate and/or postgraduate levels and community engagement.

The appointment will advance the profile of the Law School by making a significant contribution to the School's research standing, its ERA status, and by attracting research funding and high quality higher degree research students. The ability to contribute to academic administration, curriculum development and program coordination, whilst working collaboratively across the School and with external partners, will be highly regarded.

## POSITION RESPONSIBILITIES

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### Introduction

A number of frameworks and standards express the University's expectations of the conduct, capability, participation and contribution of staff. These are listed below:

- ACU Strategic Plan 2015-2020
- Catholic Identity and Mission
- Learning For Life Framework 2014-2017
- ACU Teaching Criteria and Standards Framework
- Research Quality Standards
- Academic Performance Matrices and Evidence Framework
- ACU Capability Development Framework
- Minimum Standards for Academic Levels (MSALs)
- Higher Education Standards Framework
- ACU Service Principles
- ACU Staff Enterprise Agreement including provisions in relation to Performance Excellence and Academic Career Pathways.

The following two frameworks in particular are important in understanding the expectations of an academic position and the required qualifications and capability of a position holder:

- The Academic Performance Matrices and Evidence Framework which describes the performance standards in areas of academic activity.
- The Capability Development Framework which describes the core competencies needed in all ACU staff to achieve the University's strategy and supports its mission.

All academic staff are allocated workload comprising a range of academic duties/activities that fall within the following three broad areas of academic activity in line with the relevant Academic Career Pathway and Academic Level.

- Teaching, Curriculum Development and Scholarship of Teaching
- Research
- Academic leadership/service.

## Key responsibilities

Broad area of academic activity	Key responsibilities specific to this position	Relevant Core Competencies ( <b>Capability Development Framework</b> )
<b>Research</b>	<ul style="list-style-type: none"> <li>• Undertaking an active scholarship/research agenda appropriate to the nature of the position, leading to grants and publications.</li> <li>• Supervision of postgraduate higher degree research students.</li> <li>• Development of successful research grant proposals and leadership of projects of high quality and impact in the relevant discipline area relevant to the Law School's research program;</li> </ul>	<ul style="list-style-type: none"> <li>• Be Responsible and Accountable for Achieving Excellence</li> <li>• Coach and Develop</li> </ul>
<b>Teaching, curriculum development and scholarship of teaching</b>	<ul style="list-style-type: none"> <li>• Academic leadership across the Law School in teaching and learning, including curriculum development and implementation, teaching/learning innovations, and the application of information and communication technologies to facilitate student learning.</li> <li>• Undertake academic administration functions to support teaching and learning such as coordinating a subject area.</li> <li>• Integrate a range of learning technologies to teacher education programs in different modes including online, blended and face-to-face approaches to teaching and learning.</li> <li>• Demonstrated ability to communicate effectively with staff at all levels, including stakeholders external to the organisation, to (provide an excellent client service and) meet organisational objectives.</li> <li>• Collaborating nationally on program and unit development and assessment moderation.</li> </ul>	<ul style="list-style-type: none"> <li>• Be Responsible and Accountable for Achieving Excellence</li> <li>• Collaborate Effectively</li> <li>• Know ACU Work Processes and Systems</li> <li>• Deliver Stakeholder Centric Service</li> </ul>

Broad area of academic activity	Key responsibilities specific to this position	Relevant Core Competencies ( <b>Capability Development Framework</b> )
<b>Academic Leadership and Service</b>	<ul style="list-style-type: none"> <li>Academic leadership in course and unit review and development in a range of teaching modes</li> <li>Contribute collegially to the work of School, Faculty and University through active participation in academic activities including meetings, participation in committees and active involvement in events including open day and graduation;</li> <li>Developing and maintaining relationships with external organisations and community engagement partnerships.</li> <li>Sustained effective supervision, guidance and mentoring of staff.</li> </ul>	<ul style="list-style-type: none"> <li>Be Responsible and Accountable for Achieving Excellence</li> <li>Collaborate Effectively</li> <li>Know ACU Work Processes and Systems</li> <li>Deliver Stakeholder Centric Service</li> </ul>

## QUALIFICATIONS AND CAPABILITY OF THE POSITION HOLDER

SELECTION CRITERIA		Selection Criteria?
<b>Qualifications and other credentials</b>		
1.	A PhD or equivalent.	Yes
<b>Teaching, curriculum development and scholarship of teaching</b>		
2.	Sustained record of high quality teaching including demonstrated leadership in developing and supporting innovative teaching informed by reflective practice.	Yes
<b>Research</b>		
3.	A track record in undertaking high-quality research in Law, evidenced by a substantial publication record, capacity to attract research grants, and supervision of Higher Degree by Research students. It is also expected that the successful candidate will have an established national and/or international research profile.	Yes
<b>Academic leadership/service</b>		
4.	Significant sustained leadership relating to academic administration, curriculum development and program coordination including an outstanding contribution to the governance and collegial life within the University.	Yes

SELECTION CRITERIA		Selection Criteria?
<b>Core Competencies</b>		
5.	Demonstrate confidence and courage to achieve ACU's Mission, Vision and Values by connecting the purpose of one's work to ACU's Mission, Vision and Values.	Yes
6.	Demonstrated experience coaching staff with an emphasis on professional development and encouraging others to share skills to build a culture of learning and improvement.	Yes
7.	An ability to take personal accountability for achieving high quality outcomes through an understanding of organisational context, self-reflection, and aspiring to and striving for excellence.	Yes
8.	Demonstrated ability to plan work effectively and simultaneously meet tight timeframes in order to manage a number of complex and competing matters.	Yes
<b>Other attributes</b>		
9.	Demonstrated commitment to cultural diversity and ethical practice principles and demonstrated knowledge of equal employment opportunity and workplace health and safety, appropriate to the level of the appointment.	Yes