

Position description

Lecturer

Department/Unit	National Centre for Australian Studies (NCAS)
Faculty/Division	Faculty of Arts
Classification	Level B
Work location	Caulfield campus
Date document created or updated	3 March 2017

Organisational context

Monash is a university of transformation, progress and optimism. Our people are our most valued asset, with our academics among the best in the world and our professional staff revolutionising the way we operate as an organisation. For more information about our University and our exciting future, please visit www.monash.edu

Faculty of Arts is one of the largest of the ten faculties at Monash University and is also one of the largest, most diverse and dynamic arts faculties in Australia. It delivers programs across six campuses: Clayton, Caulfield, Berwick, Malaysia, China and South Africa. The Faculty's courses are also increasingly available via distance education over the Internet.

As a large and diverse faculty, Monash Arts has particular strengths in the humanities, performing arts, languages and social sciences. It encourages the development of cutting-edge studies that operate at the intersection of traditional academic disciplines. Faculty offerings include the full range of the old and new humanities, from the classics to communications and media studies. Courses offered range from undergraduate diplomas and degrees, faculty certificates, graduate diploma programs through to postgraduate coursework and research degrees. Monash Arts is justly proud of the research capacity of its staff. Lecturers are working at the cutting edge in their fields, and they carry this expertise and enthusiasm into their teaching.

The Faculty has approximately 5,700 students (EFTSL), 500 staff (EFT) and annual revenue in excess of \$140 million. More information can be found at: <http://www.arts.monash.edu.au/>

The National Centre for Australian Studies was established over 20 years ago and remains Australia's premier centre for the teaching and research of Australian Studies. The Centre fields a diverse program of undergraduate subjects, has developed intensive units fielded in Australia and overseas and hosts the Faculty's highly-successful masters program in tourism. It has also been highly successful in attracting ARC grants and fellowships and has a strong and supportive research culture. The Centre collaborates with other scholars working in related fields across the Faculty of Arts and has a special relationship with the Monash Indigenous Centre. The Centre also has a strong tradition of public outreach and engagement with government and cultural agencies. It is part of a network of Australian Studies centres across the world and pursues Australian Studies within a global context.

The Centre's current priority areas are engaging with the Centenary of Anzac, addressing the Asian Century and exploring the landscape of contemporary Australia. As the Centenary draws to a close, the Centre will place more emphasis on environmental issues and strengthen its engagement with Asia.

Position purpose

The Lecturer is expected to make contributions to the teaching effort of the University and to carry out activities to develop and maintain scholarly research and/or professional activities relevant to the profession or discipline.

Reporting line: The position reports to the Centre Director

Supervisory responsibilities: Honours and/or postgraduate students

Financial delegation and/or budget responsibilities: Not applicable

Key responsibilities

Specific duties required of a Level B academic may include:

1. The conduct of tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and studio sessions
2. Initiation and development of subject material
3. Acting as subject coordinators
4. The preparation and delivery of lectures and seminars
5. Supervision of the program of study of honours students or of postgraduate students engaged in course work
6. Supervision of major honours or postgraduate research projects
7. The conduct of research
8. Involvement in professional activity
9. Development of course material with appropriate advice from and support of more senior staff
10. Marking and assessment
11. Consultation with students
12. A range of administrative functions the majority of which are connected with the subjects in which the academic teaches
13. Attendance at centre and/or faculty meetings and/or membership of a number of committees
14. Community and/or media engagement
15. Outreach activities, including liaison with schools, leading cultural agencies and government authorities
16. Innovation in teaching, including development of digital teaching materials

Key selection criteria

Essential criteria

1. A PhD or equivalent in Australian Studies or cognate discipline
2. Possess a high-level of interpersonal skills, intercultural competency and demonstrated ability to work independently and as part of a team
3. An ability to conduct quality, high-impact research and a developing track record of quality research publications
4. Demonstrated excellence in teaching in a tertiary environment
5. Willingness to teach across the range of Australian Studies offerings, to participate in intensive and field study units and to employ new learning technologies
6. Ability to design and teach new units examining contemporary issues of faith and religion
7. A proven commitment to community and/or media engagement
8. Demonstrated ability to coordinate units

9. Ability to supervise honours and post graduate students
10. Demonstrated potential to attract external research funding

Other job related information

- Travel (e.g. to other campuses of the University) may be required
- There may be peak periods of work during which the taking of leave may be restricted

Legal compliance

Ensure you are aware of and adhere to legislation and University policy relevant to the duties undertaken, including: Equal Employment Opportunity, supporting equity and fairness; Occupational Health and Safety, supporting a safe workplace; Conflict of Interest (including Conflict of Interest in Research); Paid Outside Work; Privacy; Research Conduct; and Staff/Student Relationships.