

Position description

Lecturer in Japanese Studies

Position number	50208447
Department/Unit	Japanese Studies, School of Languages, Literatures, Cultures and Linguistics
Faculty/Division	Faculty of Arts
Classification (salary rates)	Level B
Employment type	Full-time, continuing
Work location	Clayton campus
Date document created or updated	

Organisational context

Monash University is an energetic and dynamic university committed to quality education, outstanding research and international engagement. A member of Australia's Group of Eight research intensive universities, it seeks to improve the human condition and is committed to a sustainable future. Monash has six campuses in Victoria, a campus in Malaysia, a campus in South Africa, a centre in Prato, Italy, and numerous international partnerships and cooperative ventures. Monash has approximately 62,500 equivalent full-time students spread across its Australian and off-shore campuses, and approximately 7,400 full time equivalent staff. Approximately 3,500 of these staff members are academic staff. The University's strategic direction is set out in the publication *Monash Directions 2025*, which can be accessed at <http://www.monash.edu.au/about/monash-directions>.

Monash's **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 at six campuses: Clayton, Caulfield, Berwick, Gippsland, Malaysia and South Africa. Many of the Faculty's courses are available through distance education over the Internet. Monash Arts has strengths in the humanities, performing arts, languages and social sciences. It encourages research and teaching 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. Qualifications offered include undergraduate diplomas and degrees, faculty certificates, graduate diplomas, postgraduate coursework degrees and research degrees. The Faculty has approximately 5700 students and 500 staff. Its annual revenue exceeds \$100 million.

The **School of Languages, Literatures, Cultures and Linguistics**, one of the largest Schools in the Faculty of Arts. The School's members conduct research in the disciplines of literary and cultural studies, linguistics and applied linguistics, history and the social sciences, as well as in several interdisciplinary fields. The School's Programs offer studies at undergraduate, honours and postgraduate levels. A variety of in-country programs and short courses are available to students. The School has a wide network of international connections, engages in international research projects, and is involved in collaborative teaching with partner universities abroad.

The **Japanese Studies Program** is one of the largest of the School's Asian language-and-culture programs. It has a distinguished history of research and teaching, since 1966. Its members conduct research in applied linguistics, cultural studies, the social sciences, history, and translation studies. The Japanese Studies Centre, established in 1981 is the symbolic home of Japanese studies in Monash and broader Victoria. The Program is also the editorial seat of the peer-reviewed international interdisciplinary journal, *Japanese Studies*, published by Routledge. Japanese Studies are also represented at the Monash Asia Institute, which brings Japanese Studies into dialogue with other regions. With reference to education, undergraduate teaching and learning in Japanese language and culture are informed by contemporary pedagogical theory and are grounded in content-based teaching and fostering communicative and intercultural competence. Monash also has a vibrant research higher degree community in Japanese Studies, with candidates focussing on linguistics and applied linguistics, literary and cultural studies, and translation and interpreting studies.

Position purpose

The Japanese Studies Program (<http://artsonline.monash.edu.au/Japanese/>) seeks to fill a continuing position to be taken up (preferably) by July 2016. The appointee to this position is expected to have a dynamic research and teaching profile. We seek candidates with a strong track record in a Japan-related field of research and with experience in teaching Japanese language and Japanese studies. This open field search welcomes applications from candidates in all areas of specialisation but research/teaching expertise in applied linguistics, foreign language education or communication studies will be assets for the position.

We expect candidates to show evidence of a strong interest in interdisciplinary research and have native or near native proficiency in English and Japanese. Candidates must have previous experience of teaching Japanese language at the tertiary level.

The successful applicant will be expected to contribute to teaching in the undergraduate language program. He or she will also undertake research supervision of graduate students; engage in original and innovative research; be prepared to collaborate in research, team teaching and curriculum development. The successful applicant is also expected to undertake a share of administrative tasks within the program and/or School.

Key result areas and responsibility

Lecturer, Level B

A Level B academic is expected to make contributions to the teaching effort of the School and the University and to carry out activities to maintain and develop her/his scholarly, research and/or professional activities relevant to the profession or discipline.

The position will be based at the Clayton campus in Melbourne.

Specific duties required of a Level B academic include:

Teaching

- The preparation and delivery of lectures, seminars and tutorials
- Initiation and development of teaching materials
- Unit coordination in a range of language units (acting as a unit coordinator and offering guidance to and supervision of sessional staff in teaching unit/s as required)
- Consultation with students
- Preparation and assessment of student assignments and examinations
- Supervision of honours and postgraduate students
- Involvement in professional activity

Research

- Undertake original research that will lead to publications in refereed journals or with high level academic or commercial publishers
- Develop research projects that are suitable for external and government funding
- Participate actively in and contribute to the collaborative research culture of the program and school

Administration

- A range of administrative functions, the majority of which are connected with the units/courses in which the academic teaches but may include responsibilities that relate to research and the School's development.
- Participation in School and university consultative processes and procedures including School and faculty/university meetings and committees is expected.

Other duties

- Involvement in professional and community activities and the performance of other duties as required by the Head of the School.

Skill base

A Level B academic will have qualifications and/or experience recognised by the university 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, consideration will be given to teaching experience, experience in research, experience outside tertiary education, creative achievement, professional contributions and/or contributions to technical achievement.

Key selection criteria – Level B (Lecturer)

Essential criteria:

- Completed PhD in a relevant discipline.
- The applicant must have near native-speaker competence in both spoken and written Japanese and English.
- Ability to make a significant contribution to teaching and learning outcomes in the Japanese Studies Program's undergraduate curriculum, especially in Japanese language units, utilizing ICT where appropriate
- Evidence of potential to make strong research contributions in the field of Japanese Studies.
- Demonstrated ability and experience in the teaching of Japanese language at a range of levels in addition to the applicant's area of research specialization.

Desirable criteria:

- Demonstrated ability to coordinate a large undergraduate unit.
- Demonstrated history of excellence in teaching through documented teaching evaluations by peers and/or students.
- Ability to contribute to development of subject materials.
- Strong commitment to collegiality and the maintenance of the discipline of Japanese Studies as documented by strong letters of reference.
- Experience in development and delivery of ICT enhanced course components in a distance or blended learning setting.
- Capacity to deal efficiently with academic and administrative tasks relevant to the position.

Other job related information

- Possession of a current Victorian driver's licence as travel will be required (eg. to placement sites).
- Some out of hours work may occasionally be required (including evenings, weekends and public holidays).
- 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