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| ANU_LOGO_mono black_FA.jpg | Position Description |

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| **College/Division:** | CASS |
| **Faculty/School/Centre:**  | RSHA |
| **Department/Unit:**  | School of Literature, Languages and Linguistics |
| **Position Title:**  | Lecturer in French Studies (3 year fixed term) |
| **Classification:** | Academic Level: B |
| **Position No:** |  |
| **Responsible to:** | Head of School  |
| **Number of positions that report to this role:** | Some casual session academic tutors may report to this position as teaching assistants only |
| **Delegation(s) Assigned:** |  |

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| **PURPOSE STATEMENT:**The School of Literature, Languages and Linguistics at the ANU seeks to appoint a scholar to broaden and further strengthen the teaching and research profile of French Studies. The appointee will be expected to bring expertise and intellectual distinction to our program, and have an active research agenda in one or more of the following areas: modern literature, theatre, and/or cultural studies in France; francophone postcolonial studies; Pacific literatures and cultures; or translation studies. S/he will have a demonstrated capacity to teach core language courses as well as advanced thematic courses in his/her area of specialisation at all levels (Undergraduate, and Postgraduate), and will participate in the recruitment and supervision of Honours, MA and PhD students. The appointee will be active in professional service within ANU, nationally and internationally in his/her relevant disciplines, and in the broader community.**KEY ACCOUNTABILITY AREAS:****Position Dimension & Relationships:** The scholar appointed will be located in the School of Literature, Languages and Linguistics, and will work within the French Studies Program, while collaborating with other areas across the School, depending on his/her area of expertise (e.g., Translation Studies, Literary Studies, Film & Drama). The successful candidate will contribute to the education and research aims of the College of Arts and Social Sciences. S/he will also be positioned for potential intellectual collaboration with scholars across the University (e.g., the French Research Cluster, the Cultures of Screen, Performance and Print Network, the Centre for Digital Humanities Research, the Humanities Research Centre, and the ANU Centre for European Studies).**Role Statement:*** Carry out high quality research and publish in the peer-reviewed literature.
* Develop and teach successful courses at Undergraduate, Honours, MA and PhD levels.
* Participate in the recruitment and supervision of Honours, MA and PhD students.
* Undertake administrative duties within the Program, School and College.
* Seek external grants.
* Establish and maintain relations with relevant community groups, schools and professional associations.
* Other duties as required, consistent with the classification of the position.
* Comply with ANU policies and procedures, in particular those related to work health and safety and equal opportunity.
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| **SELECTION CRITERIA**1. A PhD in French Studies (or related field) with a specialisation in one or more of the following areas: modern literature, theatre, and/or cultural studies in France; francophone postcolonial studies; Pacific literatures and cultures; or translation studies.
2. A track record of high-level scholarly research and publications in his/her specialisation, relative to opportunity.
3. Capacity to attract external, competitive research funding, relative to opportunity.
4. Demonstrated excellence in undergraduate teaching in French language and culture, especially at the ab initio level and including the incorporation of technology in the classroom, as well as capacity to teach in his/her area of specialisation.
5. Capacity and willingness to recruit, supervise and teach Honours, MA and PhD students.
6. Capacity and willingness to perform administrative duties relevant to the Program, School and College.
7. Capacity and willingness to undertake community outreach.
8. Demonstrated ability to establish and maintain effective and harmonious relations with colleagues and students.
9. Native or near-native competence in French and English.
10. A demonstrated understanding of equal opportunity principles and policies and a commitment to their application in a university context.
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| **Supervisor/Delegate Signature:** |  | **Date:** | 13/03/2018 |
| Printed Name: | Kate Mitchell | **Uni ID:** | U4169672 |

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| **References:** |
| [General Staff Classification Descriptors](http://info.anu.edu.au/hr/Salaries_and_Conditions/Enterprise_Agreement/2010-2012/Schedule_5) |
| [Academic Minimum Standards](http://info.anu.edu.au/hr/Salaries_and_Conditions/Enterprise_Agreement/2010-2012/Schedule_4) |

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|  | Pre-Employment Work Environment Report |

# Position Details

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| **College/Div/Centre** | CASS, RSHA | **Dept/School/Section** | SLLL |
| **Position Title** | Lecturer  | **Classification** | B |
| **Position No.** |       | **Reference No.** |       |

In accordance with the Occupational Health and Safety Act 1991 the University has a duty of care to provide a safe workplace for all staff.

1. This form must be completed by the supervisor of the advertised position and forwarded with the job requisition to Appointments and Promotions Branch, Human Resources Division. Without this form jobs cannot be advertised.
2. This form is used to advise potential applicants of work environment issues prior to application.
3. Once an applicant has been selected for the position consideration should be given to their inclusion on the University’s Health Surveillance Program where appropriate – see . http://info.anu.edu.au/hr/OHS/\_\_Health\_Surveillance\_Program/index.asp Enrolment on relevant OHS training courses should also be arranged – see http://info.anu.edu.au/hr/Training\_and\_Development/OHS\_Training/index.asp
4. ‘Regular’ hazards identified below must be listed as ‘Essential’ in the Selection Criteria - see ‘ Employment Medical Procedures’ at <http://info.anu.edu.au/Policies/_DHR/Procedures/Employment_Medical_Procedures.asp>

# Potential Hazards

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| 1. 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.
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| **TASK** | **regular** |  | **occasional** |  | **TASK** | **regular** |  | **occasional** |
| key boarding | [x]  |  | [ ]  |  | laboratory work | [ ]  |  | [ ]  |
| lifting, manual handling | [ ]  |  | [ ]  |  | work at heights | [ ]  |  | [ ]  |
| repetitive manual tasks | [ ]  |  | [ ]  |  | work in confined spaces | [ ]  |  | [ ]  |
| catering / food preparation | [ ]  |  | [ ]  |  | 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 | [ ]  |  | [ ]  |
| **OTHER POTENTIAL HAZARDS (please specify):** |
| **Supervisor’s Signature:**  |  | **Print Name:** | **Kate Mitchell** | **Date:** | **13/03/2018** |