



## POSITION DESCRIPTION

Department of Economics  
Faculty of Business and Economics

### Associate Professor or Professor – Actuarial Studies

POSITION NO	0003244
CLASSIFICATION	Associate Professor (Level D) or Professor (Level E). Level of appointment is subject to qualifications and experience.
SALARY	\$145,685 - \$160,500 p.a. (Level D) or \$187,654 p.a. (Level E)
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full-time (1 FTE)
BASIS OF EMPLOYMENT	Continuing
OTHER BENEFITS	<a href="http://about.unimelb.edu.au/careers/working/benefits">http://about.unimelb.edu.au/careers/working/benefits</a>
HOW TO APPLY	Online applications are preferred. Go to <a href="http://about.unimelb.edu.au/careers">http://about.unimelb.edu.au/careers</a> , select the relevant option (‘Current Staff’ or ‘Prospective Staff’), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Professor David Dickson Tel +61 3 8344 4727 Email <a href="mailto:dcmd@unimelb.edu.au">dcmd@unimelb.edu.au</a>  <i>Please do not send your application to this contact</i>

For information about working for the University of Melbourne, visit our website:  
[about.unimelb.edu.au/careers](http://about.unimelb.edu.au/careers)

## ***Professor***

### ***Position Summary***

The Professor of Actuarial Studies will play a leadership role within the Centre for Actuarial Studies and the Department of Economics. He/she will support the Department's objectives in research, teaching and engagement by pursuing research in the discipline, publishing in leading international journals, playing a leading role in teaching innovation and course and curriculum development, and contributing to external debate on actuarial issues. He/she will make a significant contribution to the collegial and intellectual life, and the sustained success of the Department and provide excellent administrative leadership.

The successful applicant will have an outstanding track record in leadership, research, teaching and engagement activities. He/she will have been the recipient of major competitive research grants, have a substantial publication track record, demonstrated quality as a teacher, and have contributed to the discipline externally, and through engagement. Applications from candidates specialising in any area of Actuarial Studies will be considered.

### **Objectives of the Centre for Actuarial Studies**

The Centre's objectives are:

1. To produce high-quality research of two types: contributions to international knowledge that are publishable in leading international actuarial journals, and international quality research which has direct relevance to the Australian actuarial profession;
2. To offer international quality teaching and training in both undergraduate and graduate programs;
3. To be accredited by the Actuaries Institute (IAAust),
4. To make significant contributions to the actuarial profession and to the Australian community.

## ***1. Key Responsibilities***

### **1.1 RESEARCH AND RESEARCH TRAINING**

- ▶ Publish in leading actuarial and financial mathematics refereed journals.
- ▶ Seek and develop opportunities for research collaboration within the department and beyond the University.
- ▶ Participate in and contribute to the organisation of academic conferences, seminars and workshops.
- ▶ Ensure ongoing success in research proposals and competitive external research grants.
- ▶ Contribute to the Department's programs and the research training of its higher degree research students.
- ▶ Contribute to a vibrant research environment, by mentoring junior academic staff in their research endeavours, and contributing to research events within the Department and Research Units.

### **1.2 TEACHING**

- ▶ Coordinate and teach subjects as directed by the Director of the Centre for Actuarial Studies and the Head of Department.
- ▶ Participate in and lead initiatives to improve course and subject offerings.

### 1.3 LEADERSHIP AND MANAGEMENT

- ▶ Provide academic and managerial leadership within the Department in research activities and in supporting and mentoring junior academic staff.
- ▶ Serve as Director of the Centre for Actuarial Studies at some stage.
- ▶ Contribute to the recruitment activities of the Department, by actively engaging with recruitment prospects and when appropriate be a member of the recruitment panel.
- ▶ Provide academic leadership more widely in the Faculty of Business and Economics and the University where appropriate.

### 1.4 SERVICE TO UNIVERSITY AND PROFESSION

- ▶ Contribute to actuarial profession and community (business and government) through activities such as conferences and advice to government and industry bodies.
- ▶ Promote the University and the discipline by participating in appropriate local, national and international organizations.
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 4.

## 2. Selection Criteria

### 2.1 ESSENTIAL

- ▶ A Ph.D. in actuarial studies or a related disciplinary area.
- ▶ A distinguished international reputation and outstanding research record in actuarial studies.
- ▶ The ability to provide high quality leadership in research, teaching, administration and engagement.
- ▶ Demonstrated capacity to provide high quality mentoring and supervision of staff and graduate students.
- ▶ Demonstrated capacity to secure funds from external competitive grants.
- ▶ A record of high quality, successful teaching innovation and leadership in course and curriculum development.
- ▶ An ability to work effectively and lead a small unit within a large department.
- ▶ Membership of a professional actuarial body at a level equivalent to Associate of the Actuaries Institute.

### 2.2 DESIRABLE

- ▶ A fellowship of the Actuaries Institute or equivalent.
- ▶ Experience with fostering online and alternative modes of teaching.
- ▶ A demonstrated record of effective engagement with the wider community.
- ▶ Leadership in and/or membership of relevant professional bodies, advisory/editorial boards and other relevant organisations.

### ***3. Special Requirements***

A Level E academic is expected to exercise a special responsibility in providing leadership and in fostering excellence in research, teaching, professional activities and policy development in the academic discipline within the department, within the University and within the community, both scholarly and general.

All Professors are members of the Academic Board, and are encouraged to participate in its activities. (Academic Board is responsible to University Council for supervision and development of all academic activities of the University, and communication with the University through Faculties and Departments).

## ***Associate Professor Position Summary***

The Centre for Actuarial Studies in the Department of Economics at the University of Melbourne has a strong international reputation for research and teaching. It is accredited by the Actuaries Institute. It has been designated a Centre of Actuarial Excellence by the Society of Actuaries. The Centre invites applications for the position of Associate Professor in Actuarial Studies.

Applications from candidates specialising in any area of Actuarial Studies will be considered. The successful applicant will have a well-established track record of publications in top-ranked international journals, will have been the recipient of competitive research grants, and will have demonstrated quality as a teacher and research student supervisor. The Department offers internationally competitive salaries and benefits and a stimulating work environment.

### **Objectives of the Centre for Actuarial Studies**

The Centre's objectives are:

1. To produce high-quality research of two types: contributions to international knowledge that are publishable in leading international actuarial journals, and international quality research which has direct relevance to the Australian actuarial profession;
2. To offer international quality teaching and training in both undergraduate and graduate programs;
3. To be accredited by the Actuaries Institute (IAAust),
4. To make significant contributions to the actuarial profession and to the Australian community.

### ***1. Key Responsibilities***

- ▶ To teach to required standards:
  - At least one specialist subject at third year, Honours year or graduate level in Actuarial Studies and
  - A core first or second year subject in Actuarial Studies if required.
- ▶ To supervise Honours, Masters and PhD students
- ▶ To undertake research in an area or areas of Actuarial Studies.
- ▶ Publish in leading actuarial and financial mathematics refereed journals.
- ▶ Encourage and develop research collaboration within the Centre, the Department and beyond the University.
- ▶ Participate in academic conferences, seminars and workshops.
- ▶ Actively apply for competitive external research grants.
- ▶ Contribute to the research training of the Department's higher degree research students.
- ▶ Contribute to a vibrant research environment, by mentoring junior academic staff in their research endeavours, and contributing to research events within the Department and Research Units.

- ▶ Coordinate and provide quality teaching in subjects as directed by the Director of the Centre for Actuarial Studies and the Head of Department.
- ▶ Participate in initiatives to improve course and subject offerings.
- ▶ Contribute to the recruitment activities of the Department, by actively engaging with recruitment prospects and when appropriate be a member of the recruitment panel.
- ▶ Perform administrative tasks within the Department as required.
- ▶ Contribute to the actuarial profession and the community (business and government) through activities such as conferences and advice to government and industry bodies.
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 4.

## ***2. Selection Criteria***

### **2.1 ESSENTIAL**

- ▶ A Ph.D. in actuarial studies or a related disciplinary area.
- ▶ A well-established, internationally-recognized research record that includes publication in top-ranked actuarial or financial mathematics journals and presentations at international conferences.
- ▶ The capacity to make a significant contribution to the research, teaching and engagement objectives of the Centre and the Department of Economics.
- ▶ The capacity to provide high quality mentoring and supervision for graduate students.
- ▶ The ability to attract and generate research funds from competitive grants and other sources to support research.
- ▶ A record of high quality teaching and leadership in course and curriculum development.
- ▶ An ability to work effectively in a small unit within a large department.
- ▶ Membership of a professional actuarial body at a level equivalent to Associate of the Actuaries Institute.

### **2.2 DESIRABLE**

- ▶ A fellowship of the Actuaries Institute or equivalent.
- ▶ A record of effective engagement with the wider community.
- ▶ Leadership in and/or membership of relevant professional bodies, advisory boards and other relevant organisations.

### ***3. Equal Opportunity, Diversity and Inclusion (Applicable to both Level D and Level E)***

The University is an equal opportunity employer and is committed to providing a workplace free from all forms of unlawful discrimination, harassment, bullying, vilification and victimisation. The University makes decisions on employment, promotion and reward on the basis of merit.

The University is committed to all aspects of equal opportunity, diversity and inclusion in the workplace and to providing all staff, students, contractors, honorary appointees, volunteers and visitors with a safe, respectful and rewarding environment free from all forms of unlawful discrimination, harassment, vilification and victimisation. This commitment is set out in the University's People Strategy 2015-2020 and policies that address diversity and inclusion, equal employment opportunity, discrimination, sexual harassment, bullying and appropriate workplace behaviour. All staff are required to comply with all University policies.

The University values diversity because we recognise that the differences in our people's age, race, ethnicity, culture, gender, nationality, sexual orientation, physical ability and background bring richness to our work environment. Consequently, the People Strategy sets out the strategic aim to drive diversity and inclusion across the University to create an environment where the compounding benefits of a diverse workforce are recognised as vital in our continuous desire to strive for excellence and reach the targets of Growing Esteem.

### ***4. Occupational Health and Safety (OHS) (Applicable to both Level D and Level E)***

All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct.

OHS responsibilities applicable to positions are published at:

<http://safety.unimelb.edu.au/people/community/responsibilities-of-personnel>

These include general staff responsibilities and those additional responsibilities that apply for Managers and Supervisors and other Personnel.

### ***5. Other Information (Applicable to both Level D and Level E)***

#### **5.1 ORGANISATION UNIT**

The Department of Economics is a leading department in Australia with a strong postgraduate program and an outstanding group of actuaries, economists and econometricians, all of whom have high research profiles. The Department is one of the largest departments in the Faculty of Business and Economics. The Department is research active and performs teaching and research in the areas of economics, econometrics and actuarial studies. The Department provides high quality teaching at undergraduate and postgraduate levels and undertakes high quality research. The Department actively

contributes to the community and maintains strong ties to business and government sectors. Located within the Department are:

- Centre for Actuarial Studies
- Trade and Development Research Unit
- Economic Theory Research Unit
- Microeconometrics Research Unit
- Macroeconomics Research Unit
- Centre for Market Design

Information on the Department can be obtained from

<http://fbe.unimelb.edu.au/economics/>

## 5.2 BUDGET DIVISION

The Faculty of Business and Economics at the University of Melbourne has been preparing students for exciting and challenging careers in industry since 1924. We have developed an outstanding reputation, locally and internationally, for the quality of our teaching and research. The Faculty has an active board of business leaders, government representatives and community leaders who contribute to the implementation of our vision.

### Organisational Structure

The Faculty is home to Melbourne Business School (MBS) and to six teaching and research departments:

Accounting

Business Administration

Economics

Finance

Management and Marketing

Melbourne Institute of Applied Economic and Social Research

The Faculty has the following student and academic support centres:

Academic Support Office

Student Employability and Enrichment

Research Development Unit

The Williams Centre for Learning Advancement

The Faculty is supported by the following Professional Services Units:

Finance



Human Resources (including OHS)

Marketing and Communications

Service Level and Facilities Management

Quality Office

The faculty also hosts two University-wide initiatives:

- ▶ The Melbourne School of Professional and Continuing Education (MSPACE) which provides support to all Academic Divisions for their existing professional, continuing and executive education programs, and operates with a specific whole-of-institution mandate to significantly expand the University's professional, continuing and executive education offerings.
- ▶ The Melbourne Entrepreneurial Centre (MEC) which brings together a number of programs to focus a range of activities aimed at developing an entrepreneurial culture at the University of Melbourne.

### Our Programs

There are about 9,500 students enrolled in undergraduate and graduate degrees within the Faculty.

The Bachelor of Commerce is one of the most sought-after business courses in Australia. From 1 May 2013 all graduate programs in business and economics are offered through Melbourne Business School. Melbourne Business School offers a full suite of professional masters programs for those with little work experience right through to the MBA suite. It is also the home of leading research masters degrees and the PhD.

### Our Graduates

Since the Faculty was established it has produced over 53,000 graduates. Many of our alumni now occupy senior positions in business, government and academia, in Australia and around the world.

Further information about the Faculty is available at [www.fbe.unimelb.edu.au](http://www.fbe.unimelb.edu.au).

## 5.3 THE UNIVERSITY OF MELBOURNE

Established in 1853, the University of Melbourne is a leading international university with a tradition of excellence in teaching and research. The main campus in Parkville is recognised as the hub of Australia's premier knowledge precinct comprising eight hospitals, many leading research institutes and a wide-range of knowledge-based industries. With outstanding performance in international rankings, the University is at the forefront of higher education in the Asia-Pacific region and the world.

The University employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.

Further information about working at The University of Melbourne is available at <http://about.unimelb.edu.au/careers>.

## 5.4 GROWING ESTEEM, THE MELBOURNE CURRICULUM AND RESEARCH AT MELBOURNE: ENSURING EXCELLENCE AND IMPACT TO 2025

Growing Esteem describes Melbourne's strategy to achieve its aspiration to be a public-spirited and internationally-engaged institution, highly regarded for making distinctive contributions to society in research and research training, learning and teaching, and engagement. <http://about.unimelb.edu.au/strategy-and-leadership>

The University is at the forefront of Australia's changing higher education system and offers a distinctive model of education known collectively as the Melbourne Curriculum. The new educational model, designed for an outstanding experience for all students, is based on six broad undergraduate programs followed by a graduate professional degree, research higher degree or entry directly into employment. The emphasis on academic breadth as well as disciplinary depth in the new degrees ensures that graduates will have the capacity to succeed in a world where knowledge boundaries are shifting and reforming to create new frontiers and challenges. In moving to the new model, the University is also aligning itself with the best of emerging European and Asian practice and well-established North American traditions.

The University's global aspirations seek to make significant contributions to major social, economic and environmental challenges. Accordingly, the University's research strategy *Research at Melbourne: Ensuring Excellence and Impact to 2025* aspires to a significant advancement in the excellence and impact of its research outputs.

<http://research.unimelb.edu.au/our-research/research-at-melbourne>

The strategy recognises that as a public-spirited, research-intensive institution of the future, the University must strive to make a tangible impact in Australia and the world, working across disciplinary and sectoral boundaries and building deeper and more substantive engagement with industry, collaborators and partners. While cultivating the fundamental enabling disciplines through investigator-driven research, the University has adopted three grand challenges aspiring to solve some of the most difficult problems facing our world in the next century. These Grand Challenges include:

- ▶ Understanding our place and purpose – The place and purpose grand challenge centres on understanding all aspects of our national identity, with a focus on Australia's 'place' in the Asia-Pacific region and the world, and on our 'purpose' or mission to improve all dimensions of the human condition through our research.
- ▶ Fostering health and wellbeing – The health and wellbeing grand challenge focuses on building the scale and breadth of our capabilities in population and global health; on harnessing our contribution to the 'convergence revolution' of biomedical and health research, bringing together the life sciences, engineering and the physical sciences; and on addressing the physical, mental and social aspects of wellbeing by looking beyond the traditional boundaries of biomedicine.
- ▶ Supporting sustainability and resilience – The sustainability and resilience grand challenge addresses the critical issues of climate change, water and food security, sustainable energy and designing resilient cities and regions. In addition to the technical aspects, this grand challenge considers the physical and social functioning of cities, connecting physical phenomena with lessons from our past, and the implications of the technical solutions for economies, living patterns and behaviours.

Essential to tackling these challenges, an outstanding faculty, high performing students, wide collaboration including internationally and deep partnerships with external parties form central components of Research at Melbourne: Ensuring Excellence and Impact to 2025.

## 5.5 GOVERNANCE

The Vice Chancellor is the Chief Executive Officer of the University and responsible to Council for the good management of the University.

Comprehensive information about the University of Melbourne and its governance structure is available at <http://www.unimelb.edu.au/governance>