



## POSITION DESCRIPTION

Faculty of Arts

### Indigenous Postdoctoral Fellowship

***Only Indigenous Australians are eligible to apply as this position is exempt under the Special Measure Provision, Section 12(1) of the Equal Opportunity Act 2011 (Vic)***

POSITION NO	0043955
CLASSIFICATION	Postdoctoral Grade 1 (Level A) Postdoctoral Grade 2 (Level B)
SALARY	\$87,415 - \$93,830 p.a \$98,755 - \$117,290 p.a
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full Time
BASIS OF EMPLOYMENT	Fixed Term for two years
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	Associate Professor Birgit Lang Tel +61 3 8377 7667 Email <a href="mailto:langb@unimelb.edu.au">langb@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)

## ***Position Summary***

The Faculty of Arts Indigenous Postdoctoral Fellowship Provides the opportunity for a post-doctoral researcher to develop a research project in the humanities or social sciences, ideally in a field with already existing research strengths within the Faculty of Arts. As part of their application potential candidates will be required to articulate their research plans and if successful will be located in the School most relevant to their proposed research project.

The key goal of the two-year fellowship is for the successful candidate to prepare a competitive application for a Category 1 government grant, e.g. ARC DECRA, ARC Discovery Indigenous or equivalent. The successful applicant will be provided with an experienced research mentor relevant to their field of expertise to achieve this goal.

The successful candidate should show an understanding of the ethos and vision of the Indigenous development programs of the Faculty and the University. If so desired, they have the opportunity to take on a (very broadly defined) leadership role in this area (up to a maximum of 0.2 FTE).

The Faculty of Arts Indigenous Postdoctoral Fellowship is remunerated at a starting salary of Level A.6 (Postdoctoral Grade 1) for candidate's near-completion of their PhD, and at a starting salary of Level B.1 (Postdoctoral Grade 2) for candidates who's PhD has been awarded. The successful candidate will be furthermore supported through an AUD 16,000 fund for project costs (over two years) and has the opportunity to apply to the Faculty's Indigenous staff development fund for further assistance.

The Faculty of Arts Indigenous Postdoctoral Fellowship is an integral part of the Faculty's Reconciliation Action Plan which includes a range of measures and initiatives with the ultimate goal to create population parity for Indigenous students and staff. The fellowship represents a committed attempt to build a cohort of Indigenous academic staff within the Faculty of Arts and to enrich the Faculty's diverse scholarly community. It forms an important link in building a sustainable career pathway for Australian Aboriginal and Torres Strait Islanders within the Faculty of Arts—from undergraduate to staff level.

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

### **1.1 RESEARCH & RESEARCH TRAINING**

- ▶ In consultation with the assigned mentor, create a strategic research agenda that outlines a research output for the duration of the Fellowship
- ▶ In respect to the research plan, develop and conduct research both independently and in collaboration with Faculty staff as appropriate to the project
- ▶ In consultation with the assigned mentor (and/or supervisor), work towards submitting an application for Category 1 research funding
- ▶ Publish peer-reviewed academic papers and other scholarly outputs
- ▶ Present conference/symposium papers at appropriate Australian and international forums
- ▶ Contribute to research workshops as appropriate
- ▶ Where appropriate, contribute to supervision of honours or Masters higher degree students (subject to completion of PhD)

## 1.2 LEADERSHIP

- ▶ With guidance, contribute to planning activities or committee work
- ▶ Contribute to meetings within the assigned school
- ▶ Engage in public outreach and community engagement activities

## 2. Selection Criteria

### 2.1 ESSENTIAL

- ▶ A PhD (awarded or near completion) in the Humanities or Social Sciences.
  - Candidates who are near completion are expected to submit their PhD in the first year of the fellowship
  - For PhD holders the PhD needs to have been awarded on or after 1 Jan 2013
  - PhD holders who have been awarded their PhD before 1 Jan 2013 will be required to clearly demonstrate that their research career has been significantly constrained or interrupted by circumstances beyond their control such as chronic illness, child bearing, child rearing or other family responsibilities, e.g. primary responsibility for the sustained care of a dependent family member (e.g. elderly, sick or a person with disabilities)
- ▶ An outline of the proposed research project in line with the applicant's developing research profile. The proposal should include details of the anticipated project outcomes and how these may lead to strong opportunities for further external funded fellowships or academic employment
- ▶ Strong evidence of ability and desire to build an academic career trajectory
- ▶ In-depth familiarity with research trends and methodologies relating to the field of research
- ▶ Demonstrated ability to work independently and collaboratively in a team to achieve project goals and meet agreed deadlines as appropriate
- ▶ An understanding of the ethos and vision of the Indigenous development programs of the Faculty and the University

### 2.2 DESIRABLE

- ▶ Experience in public speaking and engagement

## 3. Equal Opportunity, Diversity and Inclusion

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)***

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***

### **5.1 BUDGET DIVISION**

[www.arts.unimelb.edu.au](http://www.arts.unimelb.edu.au)

The Faculty of Arts is at the forefront of teaching and research in the languages, humanities and social sciences fields in Australia and in many cases internationally. Founded in 1853, it is one of Australia's oldest and largest faculties with approximately 400 staff and 7000 students - 6000 undergraduates and 1000 postgraduates – engaged in over 900 subjects in more than 40 areas of study. Over 600 international students from more than 50 different countries representing five continents are currently studying towards degrees offered in the Faculty.

As Australia's premier Arts faculty, it aims to provide an exciting, high-quality intellectual environment that will attract the best students and staff across a wide range of disciplines.

The Faculty of Arts maintains strong connections with leading international universities through research collaborations and student exchange programs, and nurtures relationships with government, not-for-profit and private organisations through student internship placements, research projects and community engagement.

As well as housing the Graduate School of Humanities and Social Sciences and the Melbourne School of Government, the Faculty of Arts also comprises five academic schools:

- ▶ Asia Institute
- ▶ School of Culture and Communication

- ▶ School of Historical and Philosophical Studies
- ▶ School of Languages and Linguistics
- ▶ School of Social and Political Sciences

Our students and staff are supported by business units within the Faculty including:

- ▶ The Office of the Dean and Faculty Executive Director
- ▶ The Academic Support Office
- ▶ The Strategy, Planning and Resources Unit
- ▶ The External Relations Unit
- ▶ The Research Office
- ▶ The Human Resources Office

## 5.2 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>.

## 5.3 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.

#### 5.4 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>