



POSITION DESCRIPTION

Asia Institute
Faculty of Arts

Senior Lecturer in Chinese Studies (Language and Humanities)

POSITION NO	0040505
CLASSIFICATION	Senior Lecturer, Level C
SALARY	\$116,901 – \$134,792 p.a.
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full-time
BASIS OF EMPLOYMENT	Continuing
OTHER BENEFITS	http://about.unimelb.edu.au/careers/working/benefits
HOW TO APPLY	Online applications are preferred. Go to http://about.unimelb.edu.au/careers , select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Professor Pookong Kee Tel +61 3 90355580 Email pkee@unimelb.edu.au <i>Please do not send your application to this contact</i>

For information about working for the University of Melbourne, visit our websites:
about.unimelb.edu.au/careers

Position Summary

The Asia Institute promotes study of the rich languages, intellectual, cultural, social, political and religious traditions of Asia and of the Islamic world, and their contemporary manifestations. The Chinese Studies Program is one of six programs offered by the Asia Institute.

The Senior Lecturer in Chinese Studies will have the responsibility of undertaking teaching at undergraduate and postgraduate level and contribute to research, administrative and other academic duties at the Asia Institute. The Senior Lecturer will supervise, where appropriate, theses in the honours, postgraduate diploma, coursework masters, and research higher degree programs.

The Senior Lecturer will be associated with the Asia Institute's Centre for Contemporary Chinese Studies (CCCS), and will contribute toward the research program of the CCCS.

The successful applicant will be a committed and engaging teacher and researcher in Chinese Studies in particular teaching, research and engagement in Chinese language and its cultural context and foundation in the Humanities. The appointee's versatility will complement and help develop the Chinese Studies program's strengths in related activities at the University of Melbourne. The candidate will be expected to foster links with external networks/partners nationally and internationally and take on administrative tasks associated with the appointment.

1. Key Responsibilities

1.1 TEACHING

- ▶ Initiation, development and review of subject material for the Chinese Studies Program, in particular the teaching of Chinese language
- ▶ Demonstrate mean score of 3.4 for the "Student Evaluation Scores – Survey" out of 5.
- ▶ Preparation and delivery of lectures, tutorials and seminars
- ▶ Consultation with students
- ▶ Marking and assessment
- Administrative tasks associated with Asia Institute and its Chinese Studies program.
- ▶ Contributes to supervision of undergraduate, honours, higher degree and postgraduate coursework students as required

1.2 RESEARCH

- ▶ Publications arising from scholarship and research (the expectation of academic staff at level C is an average of at least 1.5 DISIR points per annum)
- ▶ Application for competitive research funding
- ▶ Active participation in the research programmes and activities of the Asia Institute
- ▶ Contribution to developing networks within the discipline and with other universities, institutions and communities, both nationally and internationally, to support collaboration in the CCCS

1.3 SERVICE TO THE DISCIPLINE

- ▶ Involvement in professional activity, including participation in meetings of professional societies.
- ▶ Contribution of professional expertise to the community
- ▶ Develop relationships with granting bodies to provide support for programs and projects

1.4 SERVICE TO THE SCHOOL

- ▶ Meetings and committee work within the School, the CCCS and the wider university community, as appropriate
- ▶ Represent the Asia Institute as a member on Committees member as required

1.5

- ▶ Occupational Health and Safety (OH&S) and environmental Health and Safety (EH&S) responsibilities as outlined in section 5

2. Selection Criteria

2.1 ESSENTIAL

- ▶ A completed PhD in a relevant discipline.
- ▶ Excellent written and spoken communication skills in both Chinese and English.
- ▶ Specialisation in a field relevant to the study of Chinese language and its cultural or broader humanities context.
- ▶ An extensive, strong research record with evidence of intellectual leadership in the field of Chinese language teaching and curriculum development, and its humanities or social sciences foundation.
- ▶ Demonstrated capacity and potential to attract research funding.
- ▶ Demonstrated ability for excellence in teaching including the capacity to initiate course development.
- ▶ Ability to supervise honours and postgraduate coursework degree theses.
- ▶ Ability to develop, implement and evaluate innovation in language teaching.

2.2 DESIRABLE

- ▶ Ability or experience in teaching or researching translation or interpretation studies.
- ▶ Extensive research experience relevant to understanding the cultural, social, or political context of language acquisition and promotion.
- ▶ Experience in community engagement with a capacity to build local & international networks & partnerships, especially in language teaching.

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 strive to service 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/topics/responsibilities/>

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

5. Other Information

5.1 WELCOME FROM THE DIRECTOR

As Director, it is my great pleasure to introduce the Asia Institute, a School of the Faculty of Arts at the University of Melbourne. The Asia Institute is the University of Melbourne's key center for studies in Asian languages and cultures. Our teaching programs include Arabic, Chinese, Indonesian and Japanese languages, as well as Asian and Islamic Studies. The Asia Institute has close links with other Schools and Faculties across the University, and our programs are strongly interdisciplinary in focus.

Academic staff at the Asia Institute have an array of research interests and specializations which may be loosely grouped into three broad categories: language and society, religion and tradition, and mobility and popular culture. Academics at the Asia Institute are regularly called on by local and national media sources to provide expert opinions on a range of contemporary and historical issues that arise in both scholarly and popular debate. The Asia Institute also has an exciting roster of visiting scholars, hosts several annual conferences, and participates in a range of cultural exchange programs. Our close involvement with the broader community is further demonstrated by our hosting of the National Centre of Excellence for Islamic Studies and the Centre for Contemporary Chinese Studies.

The importance of Asia and the Middle East to Australia – and the world – continues to grow at a significant pace. Many of Australia's largest and most important trading partners are based in Asia, and diplomatic exchanges between Australia and the Middle East are expanding in both number and importance. The Asia Institute strives to provide leadership in the study of the rich intellectual, legal, political, cultural and religious traditions of these vital regions.

<http://asiainstitute.unimelb.edu.au/>

5.2 ORGANISATION UNIT

The Asia Institute is the University of Melbourne's key center for studies in Asian languages and cultures. Our teaching programs include Arabic, Chinese, Indonesian and Japanese languages, as well as Asian and Islamic Studies. The Asia Institute has close links with other Schools and Faculties across the University, and our programs are strongly interdisciplinary in focus.

5.3 BUDGET DIVISION

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

For more information on the Faculty please see www.arts.unimelb.edu.au

5.4 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>.

5.5 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.

5.6 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>