



POSITION DESCRIPTION

Melbourne Dental School

Faculty of Medicine, Dentistry and Health Sciences

Senior Lecturer / Associate Professor in Special Care Dentistry

POSITION NO	0044512
CLASSIFICATION	Senior Lecturer / Level C, or Associate Professor / Level D Level of appointment is subject to qualifications and experience.
SALARY	\$120,993 - \$139,510 p.a. (Level C) or \$145,685 - \$160,500 p.a. (Level D) Plus a clinical loading (if applicable) of \$9,825 pro rata.
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full-time (1.0 FTE)
BASIS OF EMPLOYMENT	Continuing Work Focus Category: Academic Teaching and Research
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 , under 'Job Search and Job Alerts', select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Professor Michael McCullough Tel +61 3 9341 1500 Email m.mccullough@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:

joining.unimelb.edu.au

Position Summary

The position teaches in the discipline area of Special Care Dentistry in the 2nd and 3rd years of the Doctor of Dental Surgery and the 2nd year of the Bachelor of Oral Health courses, other teaching as directed, and research and administration. The position reports to the Oral Anatomy, Medicine and Surgery section within the Melbourne Dental School.

The successful applicant will be expected to devote a significant proportion of time to the teaching of special care dentistry in the DDS and BOH programs and administer coursework commensurate with the level of the position. In addition, the successful applicant will be expected to undertake research and make significant contributions to the discipline at the national level, through independent original contributions, which expand knowledge or practice in his/her field and have a significant impact on their field of expertise and contribute to leadership in the discipline.

1. Key Responsibilities

1.1 TEACHING AND LEARNING

- ▶ Provide teaching and learning leadership in the Special Care in Dentistry discipline within the Melbourne Dental School
- ▶ Initiate, develop, deliver and review subject material at the Graduate and undergraduate level commensurate with contemporary dental practice and teaching and learning excellence;
- ▶ In collaboration with the convenor of the DDS program, Design and deliver the Special Care Dentistry component of the DDS course
- ▶ In collaboration with the convenor of the BOH program, Design and deliver the Special Care Dentistry component of the BOH Course
- ▶ Design and deliver evidence based teaching materials and content for lectures, seminars and practical work on special care dentistry;
- ▶ Design assessments and evaluate student learning to meet curriculum assessment requirements in line with University policies and practice;
- ▶ Provide consultation to and support for students with regard to their academic progress;
- ▶ Discharge the administrative functions related to all teaching activities, convene and coordinate subjects, contribute to curriculum development and accreditation and participate in student progression processes.

In addition to the above, the Associate Professor, Level D appointee will be required to:

- ▶ Provide guidance and actively contribute to improving the quality of education and training in the Special Care in Dentistry discipline
- ▶ Delivery of innovative educational programs
- ▶ Make a significant contribution to the evaluation and renewal of curriculum design and delivery
- ▶ Provide advice to government and peak bodies (local, state, national, international)

1.2 RESEARCH

- ▶ Conduct independent or collaborative research in association with research teams within the Melbourne Dental School and the University, where appropriate
- ▶ Publish and present papers arising from scholarship and research in high-impact peer reviewed journals, prepare presentations for professional and scientific conferences,
- ▶ Prepare and submit research proposals to external funding agencies
- ▶ Contribute towards the development of the School's research strategy
- ▶ Supervise research work conducted by dental students, including BOH, BOH Hons, DDS and/or Doctor of Clinical Dentistry (DCD) students in the discipline

In addition to the above, the Associate Professor, Level D appointee will be required to:

- ▶ Independently engage in and make original and outstanding contributions to a strong research programme
- ▶ Develop strong collaborative interactions with other departments and centres of the University and external collaborates
- ▶ Publish research outcomes in high-impact peer reviewed journals
- ▶ Apply for, and obtain, research funding from national competitive granting agencies and other sources.
- ▶ Present research outcomes at local, national, and international meetings
- ▶ Attract and supervise/mentor research higher degree students, encouraging and facilitating student engagement in both discipline-specific and broader professional networks

1.3 ENGAGEMENT, LEADERSHIP AND SERVICES

- ▶ Attend School meetings, and actively participate in School committees
- ▶ Participate in domestic and international professional activities, including attendance at meetings of professional societies
- ▶ Contribute to the inter-professional practice strategies of the Melbourne Dental School
- ▶ Active participation in engagement and/or outreach activities relating to research and scholarship
- ▶ Effective liaison with external networks to foster collaborative partnerships and inter-professional practice.
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 5.

In addition to the above, the Associate Professor, Level D appointee will be required to:

- ▶ As s senior member of the Department, provide leadership and foster excellence in research, teaching and community engagement for improved capability within the department

2. Selection Criteria

2.1 ESSENTIAL

- ▶ A qualification leading to registration with the Dental Board of Australia

- ▶ Doctor of Dental Surgery (DDS), Doctor of Dental Medicine (DMD) or equivalent Bachelor Degree in Dentistry
- ▶ Demonstrated contribution to research commensurate with career experience
- ▶ Demonstrated teaching skills consistent with teaching excellence
- ▶ Demonstrated ability to work independently and collaboratively in a team in a coordinated teaching environment
- ▶ Previous experience with academic administration such as subject coordination, course advice, examinations or equivalent.
- ▶ Ability to work independently as well as within a co-ordinated teaching environment.
- ▶ A track record, commensurate to seniority, of academic achievement via publication in top quartile scientific journals.

In addition to the above, the Associate Professor, Level D appointee will be required to:

- ▶ Evidence of an outstanding research career in Dentistry, including a strong publication record in high impact peer reviewed journals
- ▶ Extensive experience in teaching and learning, including capacity to attract and successfully supervise research higher degree students to completion
- ▶ Demonstrated academic leadership in fostering the academic activities of others and making a significant contribution to the advancement of the discipline

2.2 DESIRABLE

- ▶ A PhD or equivalent higher research degree in dental science
- ▶ Postgraduate qualification in University Teaching or equivalent, or demonstrating progress towards such a qualification.
- ▶ The ability to teach clinically relevant material for sound clinical education to dental clinicians in training
- ▶ Extensive research experience preferably in clinically-based research
- ▶ Evidence of experience and excellence in university teaching

3. Special requirements

- ▶ Compliance with a Criminal Records check with Victoria Police and 'Working with Children' requirements
- ▶ Possession of, or eligible for, an Operator Licence for Irradiating Apparatus for Dental Radiography, issued by the State Government of Victoria

4. 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 service for excellence and reach the targets of Growing Esteem.

5. 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.

6. Other Information

6.1 ORGANISATION UNIT – MELBOURNE DENTAL SCHOOL

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

The Melbourne Dental School is a one of six schools within the Faculty of Medicine, Dentistry & Health Sciences, which is organised into five sections for teaching and research purposes. The School offers both undergraduate and graduate programs including the Doctor of Dental Surgery, the School's main graduate degree, offering entry to practice in the field of Dentistry, taking in approximately 90 students each year. The Bachelor of Oral Health is a three-year undergraduate entry to practice course with an intake of approximately 30 students per year. The Melbourne Dental School also offers further graduate programs for current registered dentists, such as the Graduate Diploma in Clinical Dentistry (Implants), as well as the Specialist degree, the Doctor of Clinical Dentistry by coursework and minor thesis (offering clinical specialty training in all dental specialties). Melbourne Dental School facilitates world class research, in conjunction with the Oral Health CRC, allowing for research students to undertake studies under the supervision of highly respected academic and research staff. The School facilitates Continuing Professional Development programs for current oral health practitioners to meet ADA and national requirements, as well as running the Melbourne Dental Clinic.

The School has a combination of academic, and technical and administrative personnel. In addition, both casual and honorary staff contribute to the teaching programs of the School.

The teaching programs of the School involve extensive clinical experience, most of which is provided in the Royal Dental Hospital of Melbourne and associated clinics. The

Melbourne Dental School and the Royal Dental Hospital of Melbourne work closely together in clinical service provision, in teaching and clinical research.

The School Administration Unit provides administrative support for the teaching and research activities of the School. This includes the management of the School's financial, human and physical resources, student selection and administration and all other comprehensive matters.

6.2 FACULTY OF MEDICINE, DENTISTRY AND HEALTH SCIENCES

www.mdhs.unimelb.edu.au

The Faculty of Medicine, Dentistry & Health Sciences has an enviable research record and is the University of Melbourne's largest faculty in terms of management of financial resources, employment of academic and professional staff, teaching of undergraduate and postgraduate (including research higher degree) students and the conduct of basic and applied research. The Faculty's annual revenue is \$628m with approximately 55% of this income related to research activities.

The Faculty has a student teaching load in excess of 8,500 equivalent full-time students including more than 1,300 research higher degree students. The Faculty has approximately 2,195 staff comprising 642 professional staff and 1,553 research and teaching staff.

The Faculty has appointed Australia's first Associate Dean (Indigenous Development) to lead the development and implementation of the Faculty's Reconciliation Action Plan (RAP), which will be aligned with the broader University – wide plan. To enable the Faculty to improve its Indigenous expertise knowledge base, the Faculty's RAP will address Indigenous employment, Indigenous student recruitment and retention, Indigenous cultural recognition and building partnerships with the Indigenous community as key areas of development.

6.3 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>.

6.4 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.

6.5 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>