



POSITION DESCRIPTION

Melbourne Law School

Research Assistants Personal Insolvency Project

POSITION NO	0042748
CLASSIFICATION	Research Assistant Grade 2
SALARY	\$43.26 per hour
SUPERANNUATION	Employer contribution of 9.5%
WORKING HOURS	Minimum two days per week
BASIS OF EMPLOYMENT	Several casual positions offered for an initial period of up to three months, with the possibility of extension
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	Lucinda O'Brien Tel +61 3 8344 7096 Email lucindao@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 website:
about.unimelb.edu.au/careers

Position Summary

Melbourne Law School (MLS) is Australia's first all-graduate law faculty. MLS was the first faculty in Australia to teach law and awarded this country's first law degrees. Its faculty is a vibrant community of creative scholars, committed to a highly collegial, research-intensive institutional life.

MLS is host to a number of Institutes and Centres of research and teaching specialising in a wide variety of legal fields. The **Centre for Corporate Law and Securities Regulation** (CCLSR) actively undertakes and promotes research in the fields of corporate law, corporate governance, consumer credit and securities regulation and has an outstanding reputation for the quality of the research and teaching conducted by its members.

Associate Professor Paul Ali and **Professor Ian Ramsay** are currently conducting a major empirical study of Australian personal insolvency laws. This research is supported by an Australian Research Council Linkage Grant. As a Linkage Grant, the project has several industry partners. They are the Consumer Action Law Centre, Financial Counselling Australia and Good Shepherd Australia New Zealand.

The project involves a multi-dimensional empirical study of Australia's personal insolvency system, employing surveys of and interviews with financial counsellors, consumer solicitors, their clients and the wider public. It seeks to explore the ways in which Australia's personal insolvency system affects individuals in financial stress. The project also involves several smaller, ancillary research projects on various aspects of Australian bankruptcy law.

In 2017, the research team seeks to recruit several Research Assistants to contribute to a number of discrete projects. These include:

- A study of the experiences of older Australians in the bankruptcy system;
- A comparative study of voluntary and involuntary bankruptcies in Australia; and
- A comparative study of legal 'alternatives' to bankruptcy in other jurisdictions, including consumer proposals in Canada, Individual Voluntary Arrangements (IVAs) in the United Kingdom and Summary Instalment Orders in New Zealand.

These positions offer broad autonomy and a unique opportunity to conduct cutting edge legal research.

1. Key Responsibilities

- ▶ Undertake independent, high quality research under the direction of the project supervisors.
- ▶ Prioritise tasks in order to ensure that all deadlines and milestones are met.
- ▶ Prepare drafts of high quality research reports and articles for academic publication
- ▶ Work with a variety of resources including legal scholarship, legislation and Parliamentary documents, reports authored by not-for-profit organisations and statistical data provided by the regulator, the Australian Financial Security Authority.
- ▶ Attend regular meetings with the research team, in order to provide updates on progress and to participate in discussions regarding the overall research project.
- ▶ Undertake other tasks as may be required from time to time to assist the research team.
- ▶ Comply with 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 law degree of high quality, including successful completion of some subjects that include research papers as their major form of assessment.
- ▶ Excellent research and writing skills, including demonstrated ability to prepare high quality written research reports, with a high standard of attention to detail.
- ▶ Ability to work independently and productively with broad guidance.
- ▶ Ability to work within agreed time frames and to meet deadlines.
- ▶ Demonstrated organisational and project management skills.
- ▶ Ability to work well with other staff and to contribute as an effective team member.
- ▶ Proficiency in a range of computer applications, including the Microsoft suite of applications.

2.2 DESIRABLE

- Previous employment experience as a researcher, either at a university or in another research environment.

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 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 ORGANISATION UNIT

www.law.unimelb.edu.au

Melbourne Law School is Australia's first all-graduate law faculty. Melbourne Law School was the first faculty in Australia to teach law, and awarded this country's first law degrees. The Law School is now fully graduate with its Juris Doctor for admission to practice recognised as a high level qualification in Australia and beyond. Coupled with the unrivalled excellence of the Melbourne Law Masters and its excellent Research Higher Degree programs, the Law School offers a unique opportunity for the integration of scholarship and teaching.

Its faculty is a vibrant community of creative scholars, committed to a highly collegial, research-intensive institutional life. The Law School has particular strengths in comparative analysis. It aims to integrate teaching with research and engagement activities and to engage with local, national and global communities.

The Law School is a single department faculty located in a custom designed building in University Square. The Law School has approximately 2,200 graduate students (including JD, Melbourne Law Masters and Research High Degrees).

Research

The international reputation of the School is closely linked to the range and quality of its research programs.

The School has several research institutes, centres and groups which provide a focus for scholarly interaction, including:

Centre / Institute	Director
ARC Laureate Program in Constitutional Law	Professor Adrienne Stone
ARC Laureate Program in International Law	Professor Anne Orford
Asian Law Centre (ALC)	Professor Pip Nicholson
Asia Pacific Centre for Military Law (APCML)	Associate Professor Bruce Oswald

Centre / Institute	Director
ARC Laureate Program in Constitutional Law	Professor Adrienne Stone
ARC Laureate Program in International Law	Professor Anne Orford
Centre for Comparative Constitutional Studies (CCCS)	Professor Adrienne Stone
Centre for Corporate Law and Securities Regulation (CCLSR)	Professor Ian Ramsay
Centre for Employment and Labour Relations Law (CELRL)	Associate Professor Anna Chapman & Professor John Howe (Co-Directors)
Centre for Indonesian Law, Islam and Society (CILIS)	Professor Tim Lindsey
Centre for Media & Communications Law (CMCL)	Professor Andrew Kenyon and Professor Megan Richardson (Co-Directors)
Competition Law and Economics Network (CLEN)	Professor Caron Beaton-Wells
Centre for Resources Energy and Environmental Law (CREEL)	Professor Michael Crommelin
Civil Justice Research Group	Mr Gary Cazalet
Electoral Regulation Research Network (ERRN)	Associate Professor Joo-Cheong Tham
Global Economic Law Network	Professor Andrew Mitchell
Institute for International Law and the Humanities (IILAH)	Professor Sundhya Pahuja
Intellectual Property Research Institute of Australia (IPRIA)	Professor Megan Richardson and Associate Professor Kwanghui Lim (MBS)
Obligations Group	Professor Elise Bant and Professor Matthew Harding (Convenors)
The Tax Group	Associate Professor Mike Kobetsky and Ms Sunita Jogarajan (Co-Directors)
Transactional Law	Mr Andrew Godwin

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>