

## Position description

### Senior Lecturer (Education-focused)

Department/Unit	School of Social Sciences
Faculty/Division	Faculty of Arts
Classification	Level C
Work location	Clayton campus
Date document created or updated	September 2017

#### Organisational context

**Monash** is a university of transformation, progress and optimism. Our people are our most valued asset, with our academics among the best in the world and our professional staff revolutionising the way we operate as an organisation. For more information about our University and our exciting future, please visit [www.monash.edu](http://www.monash.edu)

**Faculty of Arts** is one of the largest of the ten faculties at Monash University and is also one of the largest, most diverse and dynamic arts faculties in Australia. It delivers programs across five campuses: Clayton, Caulfield, Berwick, Malaysia and South Africa. The faculty's courses are also increasingly available via distance education over the Internet.

As a large and diverse faculty, Monash Arts has particular strengths in the humanities, performing arts, languages and social sciences. It encourages the development of cutting-edge studies that operate at the intersection of traditional academic disciplines. Faculty offerings include the full range of the old and new humanities, from the classics to communications and media studies. Courses offered range from undergraduate diplomas and degrees, faculty certificates, graduate diploma programs through to postgraduate coursework and research degrees. Monash Arts is justly proud of the research capacity of its staff. Lecturers are working at the cutting edge in their fields, and they carry this expertise and enthusiasm into their teaching.

The faculty has approximately 5,700 students (EFTSL), 500 staff (EFT) and annual revenue in excess of \$100 million. More information can be found at; <http://www.arts.monash.edu.au/>

**The School of Social Sciences** is consistently ranked among the best social science schools both nationally and internationally. It is the largest school in the faculty and one of the largest consolidated schools of the social sciences nationally. Interdisciplinary teaching and research collaboration is encouraged.

The School offers a wide-ranging undergraduate program and a variety of postgraduate degrees in Anthropology, Criminology, Human Geography, Politics and International Relations and Sociology. A major focus of our teaching is to help students become responsible and informed global citizens.

**Politics and International Relations** is the largest Section within the School of Social Sciences. It has a reputation for research and teaching excellence. The Section offers two complementary undergraduate majors, Politics and International Relations, as well coursework postgraduate programs that have a fast growing domestic and international student base. It is a centre of research dynamism with three major research streams: Australian politics (with particular strengths in executive government and parties); international relations (with particular strengths in gender peace and security, and political violence and terrorism studies) and political theory.

## Position purpose

Education-focused staff (as a subset of the Teaching and Research category of employment) at Monash are an elite category of the academy who focus on and contribute to the innovation of education and leading the design and delivery of education at the University. The Senior Lecturer (Education focused) is expected to make significant contributions to teaching and learning within their faculty and engage in educational leadership at department, school, faculty or University level.

The specific teaching, leadership and research responsibilities of this position relate to our growing and dynamic Master of International Relations (MIR) coursework program. The selected candidate will teach policy-focused units in the program, including the core units Advanced Seminar in International Relations and Reading and Writing International Relations. The Senior Lecturer will provide administrative leadership to the MIR, including but not limited to student advising, timetabling, and resource development. Responsibilities also include pedagogical research related to active learning, flipped classrooms, work-integrated learning, and other innovations being employed in the MIR.

**Reporting Line:** The position reports to the convenor of Politics and International Relations

**Supervisory responsibilities:** Not applicable

**Financial delegation and/or budget responsibilities:** Not applicable

## Key responsibilities

This position is a Level C education-focused academic. Level C education-focused academics will engage in educational scholarship, and/or play a leadership role in educational innovation, curriculum design and review.

**Some of the duties of a Level C education-focused academic may include:**

1. The preparation and delivery of lectures and seminars
2. Course material and resource development
3. Marking and assessment
4. Consultation with students
5. Designing, implementing and reviewing educational innovations
6. Coordinating a major or field of study or award program
7. Engaging in collaborative design or implementation of cross-faculty, cross-campus or team taught units, courses or projects
8. Building learning and teaching capacity in fellow academics within the department, school or faculty
9. Broad administrative function
10. Attendance at departmental, school and/or faculty meetings and a major role in planning or committee work

**Research and scholarship for a Level C education-focused academic may include:**

11. Innovative curriculum design based on systematic and evidence-based review of teaching methods and techniques
12. Exploring the impact of changes in curriculum design and teaching practice on student learning
13. Publishing educational or disciplinary research in high-quality refereed journals or equivalent (for example, textbooks or teaching resources)
14. Attracting funding to undertake projects that enhance student or staff learning and teaching outcomes
15. Conference presentations on educational practice and design at local and national conferences

## Key selection criteria

### Education/Qualifications

1. The appointee will have:

- Advanced qualifications and/or recognised significant experience in the relevant discipline area. A position at this level will normally require a doctoral qualification or equivalent accreditation and standing. In determining experience relative to qualifications, regard shall be had to teaching and experience contributing to the leadership and management of academic programs within politics and international relations

### **Knowledge and Skills**

2. Potential to contribute to the management of academic programs within politics and international relations, whether at the undergraduate or graduate level
3. Excellence in curriculum development and innovation
4. High-level interpersonal skills and proven ability to establish a good working relationship with colleagues and students
5. Demonstrated excellence in and passion for teaching in the discipline area
6. Potential for a strong research record and where appropriate the securing of external funding, especially as related to pedagogical research and grants
7. Ability to plan, organise and achieve work targets, sometimes in demanding circumstances
8. Evidence of participation and high-quality contribution to school, faculty and University committees

### **Other job related information**

- Travel to other campuses of the University may be required
- There may be peak periods of work during which taking of leave may be restricted

### **Legal compliance**

Ensure you are aware of and adhere to legislation and University policy relevant to the duties undertaken, including: Equal Employment Opportunity, supporting equity and fairness; Occupational Health and Safety, supporting a safe workplace; Conflict of Interest (including Conflict of Interest in Research); Paid Outside Work; Privacy; Research Conduct; and Staff/Student Relationships.