



Position description

Director, Australian Centre for Financial Studies

Department/Unit	Australian Centre for Financial Studies
Faculty/Division	Faculty of Business and Economics Monash Business School
Classification	Level E
Work location	Collins Street, Melbourne and Monash Caulfield campus
Date document created or updated	28 October 2016

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

With over 18,000 students, the **Faculty of Business and Economics** is the largest faculty in the University in terms of student numbers, and its operations cover education, research, consultancy and community engagements across all the main business and economics disciplines. It offers a comprehensive selection of awards including bachelor degrees, specialist master degrees by coursework, the Master of Business Administration (MBA), masters by research, and the PhD. The faculty teaches on four of the Australian campuses (Berwick, Caulfield, Clayton and Peninsula) and in South Africa, Malaysia and China.

The faculty is made up of three schools (based in Melbourne, Johannesburg and Kuala Lumpur). The Melbourne-based Monash Business School is structured into seven discipline-based departments (Accounting, Banking and Finance, Business Law and Taxation, Econometrics and Business Statistics, Economics, Management, and Marketing) and four research centres (Development Economics and Sustainability, Global Business, ACFS, and Health Economics) as well as a range of smaller research units and groups.

The Dean of the Faculty is also the Head of the Monash Business School in Melbourne, and is advised by an executive committee that comprises the Deputy Deans, Heads of Department, Directors of Research Centre, Faculty Manager and Faculty Finance Manager.

The **Australian Centre for Financial Studies** (ACFS) facilitates industry-relevant, rigorous research and independent commentary. Drawing on expertise from academia, industry and government, ACFS promotes thought leadership in the financial sector. As specialists in leading edge finance and investment research, ACFS aims to boost the global credentials of Australia's finance industry, bridging the gap between research and industry, and supporting Australia as an international centre for finance practice, research and education.

The ACFS is a Monash University research centre located in the Monash Business School. The Centre, however, also maintains very close and productive working relationships with a range of educational and corporate partners, such as RMIT University and Finsia.

Position purpose

The Director's overall role is to provide strategic leadership to the Centre. In particular this will include restructuring for long-term financial viability including a new membership and governance infrastructure. This role is also responsible for developing the research strengths of the group as well as overseeing the Centre's other activities. This role will be expected to:

- Provide strong leadership to the Centre and manage the Centre in the context of the Monash Business School's vision and business plans.
- Integrate the Centre into the broader research agenda of the Monash Business School.
- Achieve continued growth in the quality and impact of the research produced by the Centre.
- Develop a strong financial base of research income for the Centre.
- Continue building the Centre's reputation and profile as a leading national centre of research, within and beyond the University sector.

Reporting line: The position reports to the Deputy Dean, Research

Supervisory responsibilities: 4 FTE

Budget responsibilities: \$1.5 million

Key responsibilities

Strategic Leadership and Management

- Oversee the development of a strategic direction for the centre, ensuring it is aligned to University and the Monash Business School's objectives, and that staff within the centre are working towards a shared vision. Regularly monitor progress towards defined milestones and key performance indicators, providing reports and recommendations to the board
- Review the governance infrastructure for the Centre and provide recommendations to the Dean and Deputy Dean, Research on opportunities for re-structure based on long-term viability (financial and output) of the Centre
- Provide strong and committed leadership to Centre staff, including supervising, fostering and promoting the professional development
- Ensure that the centre complies with the University's policies and meets its legal and statutory obligations
- Maintain an effective and competent administrative establishment to support the various activities of the Centre

Research Management

- Develop an environment that fosters a high performing and innovative culture, where staff are creative and thought leading in their approach to research, leading to improved research outputs and the positive impact both in the community and discipline
- Provide leadership and expertise in project management, ensuring projects are scoped, risks mitigated, legal implications considered, timeframes met, budgets adhered to and outcomes delivered
- Maintain and enhance the Centre's national and international research profile and networks
- Develop strategies to integrate relevant researchers from other parts of the Monash Business School into the centre's research agenda

External Relationships

- Develop and implement business development and client engagement strategies that will aid the achievement of both the Monash Business School and University goals, including representing the Monash Business School at a senior level both nationally and internationally
- Pro-actively lead business development opportunities for the centre, through:
 - Building capability internally to engage in business development initiatives;
 - Developing and fostering important relationships within industry; and
 - Identifying new, and leveraging existing, income streams (category 1, 2 and 3) to support research initiatives and projects that have high impact on the industry both domestic and internationally
- Maintain and foster key stakeholder relationships with partner institutions and bodies
- Represent the Centre and its interests, views and needs in an external, professional, business and government context. In particular, in relation to:
 - Raising research funds;
 - The generation of research ideas, topics and programmes; and
 - The reporting dissemination and publicising of the Centre's research

Key selection criteria

Education/Qualifications

1. The appointee will have:
 - a. a post graduate qualification with extensive experience and expertise in strategic management and leadership, or
 - b. an equivalent combination of relevant knowledge, extensive training and/or experience

Knowledge and Skills

2. Considerable experience in strategic management and leadership, and in driving the implementation of change programs within a complex organisation
3. A vision for the future needs and development of financial studies within Australia and internationally, from a research perspective
4. Superior communication, influencing and interpersonal skills, including a proven ability to work as part of a team and independently
5. Evidence of sustained relationships with industry, business, government and professional bodies
6. Demonstrated ability to generate research income from both traditional and more innovative sources of research funding
7. Evidence of ability in, and commitment to, the promotion of financial studies as a research area
8. Previous experience in a tertiary education institution and an understanding of the issues regarding the academic, research, administrative and social aspects of a university
9. Proven extensive experience in developing and delivering stimulating and engaging professional learning for staff
10. Outstanding organisational, time and project management skills, including the ability to plan, implement and execute new initiatives with the demonstrated ability to think creatively in order to innovate
11. Superior analytical and conceptual skills with the ability manage academic stakeholders and to develop creative solutions to complex business projects.