



POSITION DESCRIPTION

School of Computing and Information Systems

Lecturer or Senior Lecturer (Multiple Positions)

POSITION NO	0046287
CLASSIFICATION	Lecturer (Level B) or Senior Lecturer (Level C)
SALARY	<p>\$98,775 - \$117,290 p.a. (Level B)</p> <p>\$120,993 - \$139,510 p.a. (Level C)</p> <p>Level of appointment is subject to qualifications and experience</p>
SUPERANNUATION	Employer contribution of 17%
EMPLOYMENT TYPE	Full-time permanent positions
WHY JOIN MSE	http://www.eng.unimelb.edu.au/about/join-mse/why-join-mse#why-join-mse
CONTACT FOR ENQUIRIES ONLY	<p>Email: cis-admin@unimelb.edu.au</p> <p><i>Please do not send your application to this contact</i></p>

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

The University of Melbourne

Established in 1853, the University of Melbourne is a public-spirited institution that makes distinctive contributions to society in research, learning and teaching and engagement. It's consistently ranked among the leading universities in the world, with international rankings of world universities placing it as number 1 in Australia and number 32 in the world (Times Higher Education World University Rankings 2017-2018).

To discover more about the University's strategy, Growing Esteem, visit:

<https://about.unimelb.edu.au/strategy/growing-esteem>

Melbourne School of Engineering

Melbourne School of Engineering (MSE) has been the leading Australian provider of engineering and IT education and research for over 150 years. We are a multidisciplinary School organised into three key areas; Computing and Information Systems (CIS), Chemical and Biomedical Engineering (CBE) and Electrical, Mechanical and Infrastructure Engineering (EMI). MSE continues to attract top staff and students with a global reputation, and has a commitment to knowledge for the betterment of society.

Our ten-year strategy, MSE 2025, is our School's commitment to bring to life the University-wide strategy *Growing Esteem* and reinforce the University of Melbourne's position as one of the best in the world. Investment in new infrastructure, strengthening industry engagement and growing the size and diversity of our staff and student base to drive innovation and develop the transformative technologies of the future are all fundamental principles underpinning MSE 2025. To find out why you should join MSE, visit:

<http://www.eng.unimelb.edu.au/about/join-mse/why-join-mse>

The School of Computing & Information Systems

The School of Computing & Information Systems (CIS) undertakes research and teaching across a range of information technology disciplines including Software Engineering, Information Systems, and Computer Science. It offers a comprehensive range of IT courses at all levels, including offerings in science, engineering, and business, and is at the forefront of computing research in Australia and internationally with close links to major computing research initiatives, including Melbourne Bioinformatics, IBM Research, the Microsoft Research Centre for Social Natural User Interfaces (SNUI), and DATA61 (formerly NICTA).

The School's aim is to attract and retain outstanding staff available in order to maintain a leading research and teaching. We have an existing highly successful research team in the area of the appointment, a large number of PhD students, and a substantial cohort of graduate students in our coursework Masters programs.

To find out more about CIS, visit: <http://www.cis.unimelb.edu.au/>

Position Summary

The School of Computer Science or Information Systems (CIS) is one of the largest in Australia, renowned worldwide for the quality and calibre of our teaching, research and graduates. We offer a comprehensive range of undergraduate, graduate, postgraduate and higher degree by research programs in a wide range of engineering disciplines.

CIS are now seeking dynamic academics with expertise in Computer Science or Information Systems for multiple academic positions.

Expertise in the areas of health informatics/digital health, business information systems, software engineering, cybersecurity, or high-performance and distributed systems are of particular interest, but applicants whose work is aligned with any of the research groups in the School are encouraged to apply.

You will join an internationally recognised group of academics and make a significant contribution to the teaching, research and administration of the School of Computing and Information Systems. You will initially report to the Head of School or a delegate from amongst senior academics in the School. You will be encouraged to collaborate in research within the School, the University, and industry and government agencies.

You will be an aspiring leader in Computer Science or Information Systems research, with ambition to publish in high quality journals and conferences, mentor research students, and secure independent grant funding to support a program of research. You will be expected to develop a research portfolio. You will be expected to contribute to teaching in undergraduate and graduate programs within the School and take on administrative roles commensurate with the position.

The University plan seeks to increase the diversity of the workforce and the representation of women in areas they have been traditionally under-represented. Consistent with this the School is seeking to increase the representation of women in the academic workforce across engineering disciplines. Under a Special Measure, under Section 12 (1) of the Equal Opportunity Act 2010 (Vic) the School is seeking to lift the representation of women from 20% in 2014 to at least 25% over the next 5 years, and strongly encourages applications from suitably qualified female candidates.

1. Selection Criteria

1.1 ESSENTIAL

- ▶ A PhD in Computer Science, Information Systems, or equivalent;
- ▶ A relevant research track record as evidenced by research publications in high- quality journals, conferences, technical reports, or other scholarly publications;
- ▶ Potential to achieve the highest levels of scholarship;
- ▶ Demonstrated ability to perform independent research and a commitment to interdisciplinary research;
- ▶ Capacity to teach effectively across a range of subjects, including the capacity to develop and deliver seminars and lectures and contribute to other teaching activities;
- ▶ Excellent oral and written communication skills including the ability to build networks with industry partners and other researchers, both local and international;
- ▶ Demonstrated ability to work both independently and as part of a team in a professional and collegial manner, and to build rapport with all levels of staff within a diverse work environment.

1.2 DESIRABLE

- ▶ Experience in supervising postgraduate research students;
- ▶ Experience in curriculum development and implementation at undergraduate and postgraduate level that will maintain the Department's programmes at the highest international standards;
- ▶ Practical experiences working with industry or research institutes;
- ▶ Experience in obtaining competitive research funding, either individually or as part of a team.

1.3 ADDITIONAL RESPONSIBILITIES FOR APPOINTMENT AT LEVEL C:

- ▶ A strong publication record and demonstrated independence of scholarship;
- ▶ The development of educational programs and methods;
- ▶ A successful record of attracting competitive research funding;
- ▶ A successful record of engaging industry, government and/or the community in teaching and research.

2. Special Requirements

All teaching and research staff are expected to meet minimum performance expectations over a five-year period or, for shorter appointments, to demonstrate that performance is on track to meet these expectations. Currently, these expectations include:

- ▶ Papers in the leading publication outlets of the field, at a rate of one or more per year, and typically significantly more;
- ▶ To the extent possible within contract limitations, participation in a total of \$300,000 of research grants and contract income;
- ▶ Supervision of at least 1 full time equivalent postgraduate research student (noting that co-supervision is an expectation and that this would therefore correspond to at least 2 full-time students);
- ▶ Strong teaching performance as evidenced in student feedback gathered via University mechanisms;
- ▶ Completion of the Graduate Certificate in University Teaching, or evidence of prior completion of an equivalent program.
- ▶ Leadership as evidenced by participation in or development of University initiatives, by impact on or relevance of teaching and research to the wider community, by media contributions, or by engagement with business, government, or other similar external bodies.

3. Key Responsibilities

3.1 TEACHING AND LEARNING

- ▶ Coordinate and conduct lectures and tutorials at undergraduate and postgraduate level, including engagement in teaching innovation and improvement;
- ▶ Preparation of project work to support student learning;
- ▶ Performing marking and assessment duties and be responsible for supervision of project marking in subjects as lecturer-in-charge;
- ▶ Providing adequate access for and effective student consultation;
- ▶ Being proactive in the development of subject materials and delivery, including the use of web resources as appropriate;
- ▶ Act as Subject Coordinator in undergraduate and graduate subjects;
- ▶ Consult with students;
- ▶ Supervise undergraduate or postgraduate students engaged in coursework or smaller research projects;
- ▶ Demonstrated interest in the continued improvement of teaching quality.

3.2 RESEARCH

- ▶ Exercise leadership in scholarly research, in conjunction with other colleagues;
- ▶ Presentation of research workshops and seminars within the department;
- ▶ Publishing of papers in reputable international journals and conferences;
- ▶ The attainment of external research grant income;

- ▶ Participate as a chief investigator on research projects;
- ▶ Supervision of postgraduate students.

3.3 ENGAGEMENT

- ▶ Build and foster partnerships with industry, government, collaborators at other Universities and other stakeholders that contribute to the engagement of teaching and research in the wider community engagement;
- ▶ Actively participate in professional activities including consulting, workshops and short courses for external participants, and participation in meetings of professional societies;
- ▶ Engage in knowledge transfer and community activities beyond the university.

3.4 SERVICE AND LEADERSHIP

- ▶ Participation in industry and community liaison activities as arranged by the department;
- ▶ Participation in School activities such as student events and school visits;
- ▶ Administrative duties as required;
- ▶ Occupational Health and Safety (OH&S) and Environment Health and Safety (EHS) responsibilities as outlined in section 6.

3.5 ADDITIONAL RESPONSIBILITIES FOR APPOINTMENT AT LEVEL C:

- ▶ Supervision of major undergraduate, graduate or postgraduate research projects;
- ▶ Significant role in research projects including, where appropriate, leadership of a research team;
- ▶ Significant role in knowledge transfer and community engagement;
- ▶ A major role in planning or committee work.

4. Other Information

4.1 GROWING ESTEEM AND THE MELBOURNE MODEL

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.

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 Model. 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.

5. 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.

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

OHS responsibilities applicable to positions are published at:
<http://safety.unimelb.edu.au/topics/responsibilities/>