



POSITION DESCRIPTION

Victorian College of the Arts
Faculty of Fine Arts and Music

Lecturer in Design (Graphics)

POSITION NO	0040310
CLASSIFICATION	Lecturer, Level B
SALARY	\$107,547 – \$127,707 p.a. (pro rata)
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Part time (0.5 FTE)
BASIS OF EMPLOYMENT	Continuing
OTHER BENEFITS	https://about.unimelb.edu.au/careers/staff-benefits
HOW TO APPLY	Online applications are preferred. Go to http://about.unimelb.edu.au/careers , select the relevant option ('Current Opportunities' or 'Jobs available to current staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Richard Roberts Email caleb.roberts@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

VCA Design at undergraduate level consists of two majors in the Bachelor of Design – Graphic Design and Performance Design. At graduate level we have a Master of Production Design with two streams – Stage and Screen. This appointment will contribute to the field of Graphic Design and with an interest in curriculum development in Design in the broadest sense. The role will support the Faculty in the achievement and further development and enhancement of its Purpose and Vision and undertake academic coordination and associated administrative responsibility.

A key component to this role will be the demonstrated ability to influence and stimulate the student experience through utilising a range of learning and teaching initiatives. The position will work with colleagues across the Faculty to refine and enhance the student experience, developing and delivering programs and initiatives.

The Lecturer in Design (Graphics) will contribute to the delivery of teaching programs at undergraduate level (and potentially graduate level) and may also be expected to supervise postgraduate students.

The appointee will be an outstanding and well-respected design professional and experienced academic with the vision and capacity to shape and build the teaching, learning and research agendas within the VCA and across the design programs of the University.

The appointee will be expected to promote artistic practice and teaching collaboration within the VCA and the University and external organisations at state and national, and international levels. This position will contribute significantly to teaching excellence at both undergraduate and postgraduate levels and be involved in course development, design and the delivery and maintenance of a high-quality teaching program.

The position reports to and is accountable to the Head of Design and will contribute to the overall artistic vision, development, and success of the Design programmes.

Key Responsibilities

1.1 TEACHING AND LEARNING

- ▶ Successfully prepare and deliver lectures, seminars and practice-based studio classes at undergraduate and postgraduate levels.
- ▶ Effectively supervise and mentor students undertaking design roles on interdepartmental collaborations.
- ▶ Initiate and develop high quality subject materials.
- ▶ Undertake consultation with students and marking and assessment as appropriate.
- ▶ Undertake course and subject coordination along with associated administrative tasks
- ▶ Supervise honours and postgraduate students as required.
- ▶ Effective management and coordination of casual staff members
- ▶ Develop and supervise Breadth and elective subjects, where appropriate
- ▶ Contribute to curriculum development with appropriate consultation with other members of the discipline group.
- ▶ Analysis of learning needs of students and identification of appropriate approaches to teaching
- ▶ Developing ways to improve practice by obtaining and analysing feedback
- ▶ Embedding reflective practice within all aspects of teaching

- ▶ Maintaining currency with the latest ideas in the discipline and for teaching the discipline
- ▶ Engage in scholarly activity to support, enable and disseminate teaching practice into the discipline and Faculty
- ▶ Attend conferences related to teaching and learning and incorporate those learnings into practice
- ▶ Identify and secure sources of funding to support collaborative projects relating to effective teaching practice in the discipline.

1.2 RESEARCH

- ▶ Contribute to the artistic research programs of the VCA and be actively involved in professional activity
- ▶ Work with colleagues to contribute to a strategic research plan for Design and build a strong research culture
- ▶ Maintain research active status according to the Faculty research guidelines and university expectations.
- ▶ Seek and maximise opportunities for multidisciplinary collaboration within the University and between VCA & MCM disciplines and programs and cooperation across and within disciplines.
- ▶ Attract and supervise to completion honours, graduate and research higher degree students as required

1.3 LEADERSHIP AND SERVICE

- ▶ Contribute to developing links with the profession and other universities, both nationally and internationally, to support best practice teaching and learning within the discipline.
- ▶ Effectively liaise with external industry networks to foster collaborative partnerships.
- ▶ Contribution to the intellectual debate within the Faculty and also within the profession and discipline.
- ▶ Active contribution to Design and/or faculty meetings and undertake coordination of subjects and programs as required and commensurate with the academic level of Lecturer
- ▶ Participation in program planning and delivery within budget and in alignment with the VCA and the Faculty's Vision, Purpose and Strategic Business Plans
- ▶ 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

- ▶ Established reputation primarily in the field of Graphic Design, with a demonstrated experience of high-quality design more broadly.
- ▶ A PhD in a relevant area or professional practice of significant standing as recognised by the Selection Committee
- ▶ Appropriate teaching experience in a higher education context where applied practice is core to the student experience demonstrating teaching excellence at the undergraduate and postgraduate level

- ▶ Understanding of the research environment in the field including current debates and practices, including the needs of current and future research students
- ▶ Experience in developing curriculum and the associated resource materials for learning and teaching based on deep understanding of current industry practices
- ▶ High level organisational and administrative skills, and strong inter-personal skills
- ▶ Demonstrated ability to develop multi-media based learning materials and incorporate modern technology to enhance learning outcomes
- ▶ Ability to work as a member of a team and manage time effectively

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 strive for excellence.

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:

<https://safety.unimelb.edu.au/people/community/responsibilities-of-personnel>

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

5. Other Information

5.1 VICTORIAN COLLEGE OF THE ARTS

Further information about the Victorian College of the Arts can be found at <http://vca.unimelb.edu.au/>

5.2 FACULTY OF FINE ARTS AND MUSIC

Further information on the Faculty of Fine Arts and Music can be found at <http://finearts-music.unimelb.edu.au/>

5.3 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>

5.4 ADVANCING MELBOURNE

The University's strategic direction is grounded in its purpose. While its expression may change, our purpose is enduring: to benefit society through the transformative impact of education and research. Together, the vision and purpose inform the focus and scale of our aspirations for the coming decade.

Advancing Melbourne reflects the University's commitment to its people, its place, and its partners. Our aspiration for 2030 is to be known as a world-leading and globally connected Australian university, with our students at the heart of everything we do.

We will offer students a distinctive and outstanding education and experience, preparing them for success as leaders, change agents and global citizens.

We will be recognised locally and globally for our leadership on matters of national and global importance, through outstanding research and scholarship and a commitment to collaboration.

We will be empowered by our sense of place and connections with communities. We will take opportunities to advance both the University and the City of Melbourne in close collaboration and synergy.

We will deliver this through building a brilliant, diverse and vibrant University community, with strong connections to those we serve.

The means for achieving these goals include the development of the University of Melbourne's academic and professional staff and the capabilities needed to support a modern, world-class university. Those means require a commitment to ongoing financial sustainability and an ambitious infrastructure program which will reshape the campus and

our contribution to the communities we engage with. This strategy, and the priorities proposed, is centred around five intersecting themes; place, community, education, discovery and global.

5.5 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 <https://about.unimelb.edu.au/strategy/governance>