



## POSITION DESCRIPTION

Department of Microbiology and Immunology  
Faculty of Medicine, Dentistry and Health Sciences

### Senior Lecturer - Virology

POSITION NO	5260090
CLASSIFICATION	Senior Lecturer
SALARY	\$126,128 – \$145,431 p.a. (Level C)
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full-time (1.0 FTE)
BASIS OF EMPLOYMENT	Continuing
OTHER BENEFITS	<a href="http://about.unimelb.edu.au/careers/working/benefits">http://about.unimelb.edu.au/careers/working/benefits</a>
HOW TO APPLY	Online applications are preferred. Go to <a href="http://about.unimelb.edu.au/careers">http://about.unimelb.edu.au/careers</a> , select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Professor Andrew Brooks Tel +61 3 8344 9925 Email <a href="mailto:agbrooks@unimelb.edu.au">agbrooks@unimelb.edu.au</a>  <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](http://about.unimelb.edu.au/careers)

## ***Position Summary***

The Department of Microbiology and Immunology (<http://www.microbiol.unimelb.edu.au/>) is a leading teaching and research Department in Australia's foremost research University.

The Department has well recognised research strengths in medical virology, bacteriology and immunology, with a strong emphasis on infection and immunity. The Department provides high quality teaching into degrees offered by the Faculties of Medicine, Dentistry and Health Sciences, Science and Schools of Engineering and Food and Land Resources.

Departmental staff enjoy a well-equipped, well-resourced, highly collegial, academic environment within the purpose-built Peter Doherty Institute for Infection and Immunity (<http://www.doherty.unimelb.edu.au>). Virology is one of four major themes in the institute with a specific focus and expertise on influenza, HIV, viral hepatitis and emerging infectious diseases. Expertise spans basic and molecular virology, viral immunology, small animal models, diagnostics, clinical and translational research, drug development and drug resistance.

The successful applicant will be an emerging scholar in virology, as evidenced by a strong publication record, invitations to present their research at national and international conferences, and the capacity to attract independent research funding. The successful candidate will be expected to commit to a substantial teaching and research role and meet teaching and research performance criteria determined by the University of Melbourne and the Faculty of Medicine, Dentistry and Health Sciences. They will also be expected to contribute to the Department's administration and to actively promote virology as a discipline.

We foster a values-based culture of innovation and creativity to enhance the research performance of the University and to achieve excellence in teaching and research outcomes.

We invest in developing the careers and wellbeing of our students and staff and expect all our leaders to live our values of:

- Collaboration and teamwork
- Compassion
- Respect
- Integrity
- Accountability

## ***1. Key Responsibilities***

### **1.1 TEACHING AND LEARNING**

- ▶ Provide high-level contribution to the development, coordination and delivery of undergraduate and postgraduate teaching and learning activities involving the Department of Microbiology and Immunology.
- ▶ Provide scientific depth and breadth to the teaching of virology, participate in curriculum development, including practical classes and assessment tasks.
- ▶ Deliver teaching activities, conduct symposia and practical classes and participate in subject design and development, exam marking and assessment.
- ▶ Contribute to the developments in multimedia and practical teaching to impart generic skills, scientific method and principles to undergraduate students.
- ▶ Provide consultation to students on their academic progress.

- ▶ Perform administrative functions associated with the role, including marking papers and completing assessments.

## 1.2 RESEARCH AND RESEARCH TRAINING

- ▶ Play a leading role in continuing to enhance the research reputation of the Department of Microbiology and Immunology at national and international levels.
- ▶ Strongly interact with all virology research groups within the Department to build the scope of their research and assist enhancing their research impact.
- ▶ Contribute to the core research programs of the Peter Doherty Institute (PDI) for Infection and Immunity.
- ▶ Build and lead an internationally respected and productive research team with successful grant funding, collaboration and publication.
- ▶ Develop strong collaborative relationships with Faculty and University partners to foster multidisciplinary programs for research, within the Peter Doherty Institute for Infection and Immunity, and with other relevant research institutes or clinical departments.
- ▶ Mentor and develop, early career researchers and fellows, with respect to their research and performance.
- ▶ Attract and provide leadership in postgraduate education and supervision of research graduate students and post-doctoral fellows.
- ▶ Provide excellent supervision and mentoring for research higher degree students.
- ▶ Oversee training of staff and students in laboratory, safety, research methods and scholarship as required.
- ▶ Publish papers arising from scholarship and research conducted; and make presentations at scientific conferences.
- ▶ Prepare and submit applications for external competitive research funding.
- ▶ Contribute towards the development of research strategy within the section and the department as a whole.

## 1.3 SERVICE AND LEADERSHIP

It is expected the successful applicant will assume a leadership role in the teaching of virology, co-supervising undergraduate (e.g., Honours) and postgraduate research students, undertaking administrative duties for the Department and/or Faculty, support the academic development of the Department, Faculty and University as directed by the Head of Department.

This includes:

- ▶ Active participation in the development and management of teaching and research infrastructure and contributions to other departmental functions.
- ▶ Contribution to promotion and maintenance of academic excellence by supporting activities such as the Departmental seminar series.
- ▶ Contribution to the administration of the Department.
- ▶ Active participation in and contribution to the areas of safety and compliance.
- ▶ Represent the Department at meetings and committee work for the Faculty and the wider University community.

## 1.4 STAFF SUPERVISION

- ▶ Undertake probationary and performance management processes, ensuring you have regular conversations with your staff and are providing positive and constructive feedback to enhance staff and team performance.
- ▶ Provide coaching, guidance and support for career planning, ensuring staff have access to appropriate professional development activities.
- ▶ Understand your responsibilities associated with approving staff leave and ensuring leave is approved in line with operational requirements.
- ▶ Allocate and monitor workload and address associated issues in a timely manner.
- ▶ Ensure new staff participate in the university's induction program and provide a localised work area orientation.

## 2. Selection Criteria

### 2.1 ESSENTIAL

- ▶ A PhD in virology or a related discipline.
- ▶ A reputation of accomplishment in virology as evidenced by a proven track record of achievement through research publications in leading specialist journals, supported by references from prominent referees indicating evidence of national and emerging international recognition.
- ▶ Demonstrated success in obtaining research grants and external research income (with emphasis on competitive, international and peer-reviewed) and leadership of a research team.
- ▶ Excellent interpersonal and communication skills, with demonstrated ability to work collaboratively and collegially with academic and administrative support staff.
- ▶ Commitment to excellence and innovation in teaching and learning.
- ▶ Demonstrated capacity to teach virology at an undergraduate and/or graduate level and/or clear ability and willingness to develop these skills.
- ▶ Advanced organisational skills and ability to manage administrative tasks and contribute to effective strategic planning.
- ▶ Commitment and adherence to the highest standards of scientific and ethical integrity and a strong commitment to a collegial organisational culture based on shared values and priorities.
- ▶ Demonstrated skills in working collaboratively in a multidisciplinary context, and evidence of an ability to collaborate effectively through a strong national/international network of researchers in cognate disciplines.
- ▶ Demonstrable organisational skills and an ability and willingness to contribute to the management of research infrastructure and other departmental administrative functions.
- ▶ Demonstrable evidence of the potential to take on leadership responsibilities in teaching and other areas at the Department, School, Faculty and University levels.

### 2.2 DESIRABLE

- ▶ Experience in the use of online learning management systems

- ▶ Demonstrated leadership and service to national and international professional bodies and to professional journals
- ▶ Demonstrated ability to contribute to curriculum and/or policy development
- ▶ Capacity to develop an international funding profile.

### ***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 DEPARTMENT OF MICROBIOLOGY & IMMUNOLOGY**

The Department of Microbiology & Immunology is one of the departments within the School of Biomedical Sciences in the Faculty of Medicine, Dentistry and Health Sciences. Further information is available at <http://www.microbiol.unimelb.edu.au/> and <http://bsac.unimelb.edu.au/>.

## 5.2 THE PETER DOHERTY INSTITUTE FOR INFECTION AND IMMUNITY

The Doherty Institute is a world-class institute combining research, education and public health in all aspects of infectious diseases and immunity. The institute was officially opened in September 2014 and is a joint venture between the University of Melbourne and Melbourne Health. The Doherty Institute has a major focus on diseases that pose serious public and global health threats such as influenza, tuberculosis, HIV, viral hepatitis, Ebola and drug resistant bacteria. The Doherty's activities are multi-disciplinary and cross-sectoral, placing great emphasis on translational research and improving clinical outcomes. Teams of scientists, clinicians and epidemiologists collaborate on a wide spectrum of activities - from basic immunology and discovery research, to the development of new vaccines and preventative treatment methods, to surveillance and investigation of disease outbreaks. Virology is a major theme of the institute which has significant capabilities in the area including high containment (PC3 and PC4) laboratories and an extensive imaging capacity.

Further information about the Doherty Institute is available at:  
<http://www.doherty.unimelb.edu.au>

## 5.3 SCHOOL OF BIOMEDICAL SCIENCES

[www.biomedicalsciences.unimelb.edu.au](http://www.biomedicalsciences.unimelb.edu.au)

The School of Biomedical Sciences is part of the Faculty of Medicine Dentistry and Health Sciences. It was established on 1 January 2015 and comprises the Departments of Anatomy and Neuroscience, Biochemistry and Molecular Biology, Microbiology and Immunology, Pathology, Pharmacology and Therapeutics, and Physiology.

Situated on the University's Parkville Campus in a rich medical practice and research precinct the School has much to offer research and teaching staff alike.

## 5.4 FACULTY OF MEDICINE, DENTISTRY AND HEALTH SCIENCES

[www.mdhs.unimelb.edu.au](http://www.mdhs.unimelb.edu.au)

The Faculty of Medicine, Dentistry & Health Sciences has an enviable research record and is the University of Melbourne's largest faculty in terms of management of financial resources, employment of academic and professional staff, teaching of undergraduate and postgraduate (including research higher degree) students and the conduct of basic and applied research. The Faculty's annual revenue is \$628m with approximately 55% of this income related to research activities.

The Faculty has a student teaching load in excess of 8,500 equivalent full-time students including more than 1,300 research higher degree students. The Faculty has approximately 2,195 staff comprising 642 professional staff and 1,553 research and teaching staff.

The Faculty has appointed Australia's first Associate Dean (Indigenous Development) to lead the development and implementation of the Faculty's Reconciliation Action Plan (RAP), which will be aligned with the broader University – wide plan. To enable the Faculty to improve its Indigenous expertise knowledge base, the Faculty's RAP will address Indigenous employment, Indigenous student recruitment and retention, Indigenous cultural recognition and building partnerships with the Indigenous community as key areas of development.

## 5.5 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>.

## 5.6 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.

## 5.7 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>