



# LECTURER

DEPARTMENT/UNIT	School of Languages, Literatures, Cultures and Linguistics
FACULTY/DIVISION	Faculty of Arts
CLASSIFICATION	Level B
WORK LOCATION	Clayton campus

## ORGANISATIONAL CONTEXT

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Everyone needs a platform to launch a satisfying career. At Monash, we give you the space and support to take your career in all kinds of exciting new directions. You'll have access to quality research, infrastructure and learning facilities, opportunities to collaborate internationally, as well as the grants you'll need to publish your work. We're a university full of energetic and enthusiastic minds, driven to challenge what's expected, expand what we know, and learn from other inspiring, empowering thinkers. Discover more at [www.monash.edu](http://www.monash.edu).

The **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 **School of Languages, Literatures, Cultures and Linguistics (LLCL)** is one of the largest Schools in the Faculty of Arts. Members conduct research in the disciplines of literary and cultural studies, linguistics and applied linguistics, history and the social sciences, as well as in several interdisciplinary fields. The School's Programs offer studies at undergraduate, honours and postgraduate levels. A variety of in-country programs and short courses are available to students. The School has a wide network of international connections, engages in international research projects, and is involved in collaborative teaching with partner universities abroad.

## POSITION PURPOSE

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A Level B academic is expected to make significant contributions to the teaching effort of a department, school, faculty or other organisational unit or an interdisciplinary area. An academic at this level is also expected to play a major role in scholarship, research and/or professional activities.

While taking responsibility for the leadership and coordination of the Indonesian Studies program, the appointee to this position will be expected to assume a pivotal and significant role in the Herb Feith Indonesian Studies Centre (<https://arts.monash.edu/Herb-Feith-Indonesian-Engagement>), drawing on and extending its existing networks to raise the Centre's profile and exploit educational, research and funding opportunities. The appointee will be expected to make a leading contribution to the role in the Global Immersion Guarantee program in Indonesia (<https://arts.monash.edu/global-immersion-guarantee>), strengthening existing relationships while seeking out new academic, professional and third-party partners to enhance the scope and quality of the student experience in Indonesia. The appointee will also be encouraged to build links with the Monash Intercultural Lab (<https://arts.monash.edu/monash-intercultural-lab>), to identify opportunities for curriculum development, research collaboration and professional development. As such, we see this as a vital appointment not only for Indonesian Studies, but also for a number of the Faculty's flagship programs.

**Reporting Line:** The position reports to the Head of School

**Supervisory Responsibilities:** Not applicable

**Financial Delegation:** Not applicable

**Budgetary Responsibilities:** Not applicable

## KEY RESPONSIBILITIES

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Specific duties required of a Level B academic may include:

1. The conduct of tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and/or studio sessions
2. Initiation and development of subject material
3. Acting as subject coordinators; the preparation and delivery of lectures and seminars
4. Supervision of the program of study of honours students or of postgraduate students engaged in course work
5. Supervision of major honours or postgraduate research projects
6. The conduct of research
7. Involvement in professional activity
8. Development of course material with appropriate advice from and support of more senior staff
9. Marking and assessment
10. Consultation with students
11. A range of administrative functions the majority of which are connected with the subjects in which the academic teaches
12. Attendance at departmental, school and/or faculty meetings and/or membership of a number of committees

## KEY SELECTION CRITERIA

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### Education/Qualifications

1. The appointee will have:
  - A doctoral qualification in the relevant discipline area or equivalent accreditation and standing

### Knowledge and Skills

2. Possess a high level of interpersonal skills and demonstrated ability to work independently and as part of a team across both the education and service sectors

3. Demonstrated publication record in high-quality refereed journals, conferences equivalent textbooks or teaching resources
4. Ability to work positively and cooperatively with students, internal and external teams and external organisations
5. Demonstrated strong record of teaching experience in a tertiary environment
6. Demonstrated ability to motivate, actively engage and educate a given audience
7. Demonstrated experience in curriculum and subject material development
8. Proven ability, commitment and passion for engaging in scholarly and research activities
9. A demonstrated capacity to work in a collegiate manner with other staff in the workplace

## **OTHER JOB RELATED INFORMATION**

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- Travel to other campuses of the University may be required
- There may be a requirement to work additional hours from time to time
- There may be peak periods of work during which taking of leave may be restricted
- A current satisfactory Working With Children Check is required

## **LEGAL COMPLIANCE**

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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.