

POSITION DESCRIPTION

Position Title	Associate Professor, Building and Construction Management
Business Unit	Faculty of Arts and Design
Appointment Level	Associate Professor - Level D – Education and Research
Reporting To	Head of School, Design and the Built Environment
Number of Direct Reports	
Delegation Band	
Position Number	TBC

THE UNIVERSITY OF CANBERRA

The University of Canberra is a young University anchored in the national capital and works with government, business, and industry to serve our communities and nation. The University of Canberra challenges the status quo; always pursuing better ways to teach, learn, research, and add value – locally and internationally.

Our purpose is to provide education which offers high quality transformative experiences; to engage in research which makes a difference to the world around us; and to contribute to the building of just, prosperous, healthy, and sustainable communities.

The University of Canberra has recently established its long-term ambitions through its new decadal strategy: *Connected*. Through its three objectives (Connected to Canberra, Connected for life and Connected UC), the University of Canberra aims to build sustainable communities through deep collaborations that are locally focused and globally relevant, partner for life with our students to shape our economic, social and cultural futures and deliver an outstanding, digitally connected experience that removes barriers to accessing higher education.

OUR PURPOSE AND VALUES

Our [purpose and values](#) are the heart of this university. They describe our core identity: who we are and how we behave at the University of Canberra. They were developed by our people for our people.

GALAMBANY

Together we work to empower, connect and share knowledge with our people, cultures and places



BUSINESS UNIT OVERVIEW

The Faculty of Arts and Design is a diverse faculty, offering programs that range from the highly conceptual to the deeply practical. The programs are designed to ensure that students graduate ready to launch their career and can show potential employers both professional knowledge and skills in critical and creative thinking, communication, collegiality, and ethical practice.

The School of Design and the Built Environment has a professionally focused and creative mission. Our degrees prepare students for the creative and industry focussed areas of interactive and creative design, heritage and conservation, and the built environment professions, including building construction management, architecture, interior architecture, landscape architecture and urban design and planning. We have strong connections with the professions, and given our location in the nation's capital, have extensive networks into government institutions. The School of Design and the Built Environment, through its strong professional linkages, has active, innovative and industry engaged staff and students who contribute to our broad society.

POSITION PURPOSE

This position is a continuing education and research focused (ER) position at Associate Professor level in the Faculty of Arts and Design at the School of Design and the Built Environment, University of Canberra. The Associate Professor, Building and Construction Management, will be expected to be a quality educator, industry engaged and a track record of securing funding for research and research related projects and producing quality publications, with teaching and research interests in the area of quantity surveying, building and construction project management and administration, and/or building information technology. Further, the Associate Professor will contribute to strategic directions in teaching and research. A PhD in a related field is required for this position.

PRIMARY RESPONSIBILITIES

Within the Discipline of Building and Construction Management you will be responsible for:

Academic Leadership

1. Demonstrated leadership in embedding University Values into daily practices; actively modelling University Values in management of staff, and actively fosters a culture of consultation, collaboration and participative management.
2. Encourage, engage and model the pursuit of excellence in teaching and learning.
3. Lead an area of research and collaborative academic/scholarly activities including promoting early career researchers and developing and implementing research policy.
4. Attract higher degree candidates and provide high quality supervision.
5. Promote collaboration within the School, Faculty and University community,
6. Maintain personal academic standing, and work with colleagues to build local, national and international recognition for the Faculty of Arts and Design including developing joint research endeavours,
7. Participate as an active leader of the Faculty including provision of strategic and policy advice to the Head of School.

Research Performance

1. Apply for and obtain research funding through competitive grant schemes and industry engagements;
2. Be a leader with strategic vision for contribution to building the Faculty's Higher Degree by Research culture;
3. Work with colleagues to build local, national and international recognition, including developing joint research endeavours; and

4. Produce research outputs as part of an internationally recognised research track record and profile, including the volume, quality and impact of publications

Teaching Performance

1. Be a leader with strategic vision for contribution to building the Faculty's teaching quality;
2. Work with colleagues to build local, national and international recognition in teaching; and
3. Guide and assist with the implementation of quality teaching practices within the Faculty.
4. Support or provide leadership in accreditation processes
5. Engage in reflective teaching practice and scholarship of teaching and learning (SoTL)

Management Capability

The position provides senior leadership to the Faculty of Arts and Design in all areas, including support of management as outlined below:

1. Support an efficient and effective governance structure for the School by leading in line with the University values.
2. Ability to be an active leader of the Faculty including provision of strategic and policy advice to the Head of School and Executive Dean;
3. Contribute to and comply with the management of financial, human and physical resources allocated to the School in accordance with the strategic and operational requirements of the Faculty;
4. Implement and administer University and Faculty policies within the School, as required;
5. Support the implementation of workload policies and workload allocation — within the guidelines established by the Faculty;
6. Develop and maintain quality assurance processes, particularly in relation to teaching, research and the supervision of students;
7. Foster excellence in high levels of staff performance and a positive organisational culture.
8. Take on formal leadership roles within the School or Faculty as required

KEY CAPABILITIES

Key Capabilities	Descriptors
1. Leadership	<p>1.1 Proactively addresses challenging issues and takes responsibility for seeing issues through. Assist team members to recognise barriers and overcome them.</p> <p>1.2 Connects the University Strategy with the Portfolio and reinforces connections with other staff.</p> <p>1.3 Builds and communicates a clear and compelling path for others to choose to be committed and engaged.</p> <p>1.4 Champions and role models effective change while working to engage and enthuse others to embrace a vision of change.</p> <p>1.5 Showcases diverse voices and perspectives and seeks and values unique contributions and promotes accessibility to all.</p>
2. Citizenship	<p>2.1 Upholds, demonstrates, and promotes the university's purpose and values.</p> <p>2.2 Promotes diversity of thought and creates an inclusive workplace where people feel a sense of belonging.</p> <p>2.3 Looks beyond own point of view to consider needs of others and looks for opportunities to create belonging, support reconciliation, diversity, and inclusion.</p> <p>2.4 Manages accessibility concerns to promote equity.</p>
3. Effective Communication	<p>3.1 Adjusts message and delivery appropriate to audience.</p> <p>3.2 Listens authentically to others to understand content and context and effectively communicates ideas.</p> <p>3.3 Produces accurate and effective information in a timely and efficient manner.</p> <p>3.4 Influences and negotiates persuasively.</p> <p>3.5 Builds cultural competence and adaptive communication skills.</p>
4. Collaboration	<p>4.1 Connects and collaborates with our community.</p> <p>4.2 Looks beyond self and immediate team to add value to the whole University.</p> <p>4.3 Authentically and meaningfully connects with people who are different to self.</p> <p>4.4 Is open to a variety of ideas, experiences, and styles.</p> <p>4.5 Develops relationships with external parties. Seeks and acts on opportunities to connect external parties and partners to the University.</p>
5. Delivers results	<p>5.1 Delivers on agreed outcomes and escalates issues as appropriate.</p> <p>5.2 Responds to changing circumstances and priorities.</p> <p>5.3 Identifies opportunities to improve processes and takes opportunities to problem solve to deliver outcomes.</p>
6. Business Acumen	<p>6.1 Understands the purpose of own position and how this contributes to the objectives of the University.</p> <p>6.2 Manages resources effectively.</p> <p>6.3 Understands the commercial context the University operates in.</p>
7. Service	<p>7.1 Delivers seamless customer focused service underpinned by simplified and efficient processes.</p> <p>7.2 Understands and anticipates the needs of our students and partners and can convert these into commercial outcomes.</p>
8. Digital Literacy and Innovation	<p>8.1 Incorporates digital literacy skills into own learning and the learning of others e.g., students, peers, supervisees.</p> <p>8.2 Appreciates the legal, ethical and security guidelines in the management, access and use of data.</p> <p>8.3 Isn't afraid to have an impact. Inspires others to be innovative. Is brave, stirs curiosity and shares ideas and discoveries that shape our future.</p> <p>8.4 Demonstrates the ability to work fluently across a range of tools platforms and applications to achieve complex tasks.</p> <p>8.5 Demonstrates the capacity to adopt and develop new practices with digital technology in different settings; to use digital technologies in developing new ideas, projects, and opportunities.</p>

While at work, you must take reasonable care that your actions or omissions do not adversely affect the health and safety of other persons. This includes:

- comply, so far as you are reasonably able, with any reasonable instruction that is given by the University to comply with the WHS Legislation
- cooperate with any reasonable policy or procedure of the University relating to health or safety at the workplace that has been notified to workers
- assume any additional duties as outlined in the WHS Procedure: Resources, Responsibility and Accountability

Note: This position requires a skill level that assumes knowledge or training equivalent to graduate qualifications, or extensive relevant experience, or an equivalent combination of relevant experience and/or education/training.