

## Position Description

### Dean, School of Nursing and Midwifery

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<b>Position No:</b>	50000665
<b>Business Unit:</b>	Office of the Provost
<b>Division:</b>	School of Nursing and Midwifery
<b>Classification Level:</b>	ESMC 2
<b>Employment Type:</b>	Full time, Fixed Term
<b>Campus Location:</b>	Melbourne
<b>Other Benefits:</b>	<a href="http://www.latrobe.edu.au/jobs/working/benefits">http://www.latrobe.edu.au/jobs/working/benefits</a>

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

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#### Position Context/Purpose

Based in Bundoora, the School of Nursing and Midwifery at La Trobe is one of the oldest tertiary nursing schools in Australia, evolving from the College of Nursing Australia and Lincoln Institute of Health Sciences. Celebrating its 50th anniversary in 2024, the School has a long history of educating high quality nurses and midwives. We also undertake world-leading research.

Our goal is to improve community health and wellbeing locally, nationally and internationally, by producing outstanding graduates, and research outcomes, that set best practice in the disciplines of nursing and midwifery.

We also recognise our role in promoting global health outcomes and maintaining a strong international footprint. Our students are encouraged to engage internationally through a variety of placements and mobility programs. Our staff offer professional training through partnerships that build clinical knowledge and foster a lifelong desire for learning. We also have several key education and research partnerships in Singapore, Indonesia, Brunei, Mauritius, Macau, Sweden, and Canada.

#### The position is responsible for:

- Establishing the vision for the school within the context of the University strategy and the other Schools.
- Leading the development and implementation of the school's strategy and business plans to ensure that the school delivers on agreed performance indicators.
- Ensuring the strategic objectives, business plans and activities of the school are aligned to those of the broader University.
- Implementing quality assurance, regulatory and policy compliance, and continuous improvement initiatives, to enhance all aspects of the school's activities.

## **External engagement**

- Actively representing, advocating for and promoting the school, its disciplines and the University to enhance their reputation locally, nationally and internationally.
- Building and maintaining relationships with relevant professions and professional bodies.

## **Learning and teaching, course portfolio and student experience**

- Accountable for achieving, monitoring and assuring high standards of quality in teaching and learning and student experience as indicated by student feedback (including QILT results), retention rates, and graduate outcomes, and devising and implementing measures to drive continued improvement.
- Ensuring that the school's portfolio of award and non-award courses and subjects is viable and cost-effective, responds to the University's portfolio strategy, maximises opportunities for collaboration between Schools and for students to study across disciplines, anticipates opportunities for growth in student and funder demand, and is attractive and relevant to students and employers.
- Leading and maintaining liaison with external professional bodies to gain and maintain professional accreditation of professional School courses.

## **Research, industry engagement and research training**

- Building research partnerships and collaboration (including commercial opportunities) with industry and government.
- Leading a supportive research training environment that encompasses mentoring of early career researchers.
- Ensuring that the school has an effective strategy to grow global partnerships and attract international research students.
- Driving sustained and significant research performance through demonstrated research productivity, mentoring and leadership.

## **Leadership and management of staff and personal leadership**

- Providing engaging and inspiring leadership to School staff that:
  - drives a shared commitment to achieving quality outcomes and the La Trobe Cultural Qualities,
  - delivers effective outcomes and
  - communicates the strategic objectives of the school.
- Working closely with the Provost and Deputy Provost, and through the school leadership, leading all elements of academic staffing, capability, performance, and culture, and improving the quality of teaching and learning and research.
- Playing an active leadership role across the University including as a member of the Senior Leadership Group and personally modelling and championing the La Trobe Cultural Qualities.

## **Leadership and management of financial resources**

- Working with the Chief Finance Officer, Provost, and School leadership to prepare the annual School budget and then manage, oversee and be accountable for the expenditure of the allocated budget.
- Engaging with portfolio leads, the Provost, and other relevant colleagues and partners to ensure effective marketing of the School's course portfolio and achieving the School's load, revenue and margin targets.
- Developing initiatives and coordinating measures to obtain and generate income from internal and external sources and oversee the disbursement of such funds.

## Essential Criteria

### Skills and knowledge required for the position

- A doctoral qualification or equivalent in a related relevant discipline and an outstanding record of scholarly activity encompassing a substantial publication record, national and international research profile/collaborations and external research funding.
- Extensive skills and experience in the leadership of quality teaching at undergraduate and postgraduate levels, aligned with one or more fields of education within the school.
- Ability to lead and manage the school's performance in areas of teaching, planning and research and industry engagement, partnerships, planning, finance, people and culture and people management.
- Proven ability to develop and implement strategy for an academic unit of significant complexity and scale within the context of university strategy.
- Significant knowledge and skills in financial management, and budgetary planning and control.
- Demonstrated capacity to lead and manage academic and administrative staff groups, research and course offerings, in a complex higher education organisation.
- Ability to exercise executive leadership in areas of problem-solving and negotiation.
- Ability to work effectively with stakeholders and colleagues across divisions to meet regulatory and policy requirements and to achieve continuous improvement in university operations.
- Demonstrated entrepreneurial skills and ability to build strong relationships with external stakeholders and relevant industry partners and provide leadership in the community.
- Proven experience and success in managing staff performance and development.

### Capabilities required to be successful in the position

- Ability to develop and articulate a vision for the School, develop and operationalise strategy, adapt quickly to disruption and actively contribute to a healthy culture to successfully navigate change – implementing recommended improvements to organisational practice.
- Demonstrated commitment to reflective practice and self-development, identifying and challenging own biases, responding to others with empathy and accurately reading and responding to organisational, political and social dynamics.
- Ability to inspire and motivate others towards shared objectives, actively facilitate communication and two-way feedback across the University and create a safe, inclusive, high-performing team culture – welcoming collaboration and consistently modelling and enabling accountability, connection, innovation and care.
- High level attention to detail, judgement and discretion coupled with outstanding interpersonal and group communication skills

### Essential Compliance Requirements

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working with Children Check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher

Education Threshold Standards.

## Other Information

The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

## Position Flexibility

La Trobe University is committed to providing a diverse, inclusive and respectful working environment for all staff. We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

## Why La Trobe:

- Develop your career at an innovative, global university where you'll collaborate with community and industry to create impact.
- Enjoy working on our inspiring and stunning campuses – the perfect hub for industry, students and academics
- Help transform the lives of students, partners and communities now and in the future

This is more than just a job. Working at La Trobe offers opportunities to demonstrate excellence and transform lives.

Here, you'll join exceptional people, partners and communities, who power our operations with ambition and purpose.

We are forward-looking and culturally inclusive. We continuously review, improve and transform our processes to embrace new, flexible approaches. That means you'll always have the opportunity to succeed and make a difference.

## La Trobe's Cultural Qualities:

### WE ARE CONNECTED



We are **connected** to each other and the communities around us. We engage with those communities to learn from our past, inform our present and impact our future.

### WE ARE INNOVATIVE



We are **innovative** in tackling the most important issues of our time. We are inquisitive and seek to develop new ideas that positively impact the way we work and the world around us.

### WE ARE ACCOUNTABLE



We are **accountable** for what we do and share a commitment to excellence. We are courageous and respectful in the way we hold ourselves and each other to account.

### WE CARE



We **care** about what we do and value the power of education and research. We care about each other and strive to create a safe and inclusive community.

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Initials:

Date: