

Assessment Research Centre

Melbourne Graduate School of Education

Lecturer in Assessment

POSITION NUMBER	0053290
UOM CLASSIFICATION /SALARY	Level B - \$107,547 - \$127,707 per annum (pro rata for part-time)
SUPERANNUATION	Employer contribution of 9.5%
WORKING HOURS	Full Time (1 FTE)
BASIS OF EMPLOYMENT	Fixed term available for 12 months
HOW TO APPLY	<p>Go to http://about.unimelb.edu.au/careers, under Current staff or Prospective staff, select the relevant option ('Current Opportunities' or 'Jobs available to current staff') and search for the position by title or number.</p> <p>Indigenous applicants are encouraged to apply.</p>
CONTACT FOR ENQUIRIES ONLY	<p>Associate Professor Suzanne Rice +61 3 8344 0950 s.rice@unimelb.edu.au <i>Please do not send your application to this contact</i></p>

For information about working for the University of Melbourne, visit our website:
about.unimelb.edu.au/careers

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 of Melbourne employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.

Find out more about the University's strategy, *Advancing Melbourne*, at <https://about.unimelb.edu.au/strategy/advancing-melbourne>

MELBOURNE GRADUATE SCHOOL OF EDUCATION

The Melbourne Graduate School of Education (MGSE) fosters staff productivity, growth and engagement in a collective effort to enrich the contribution that education makes to society. We conduct research and teaching that leads to the transformation of education practice both within and beyond the profession. MGSE stimulates learning that enriches the potential of students from around the world, enabling meaningful careers and profound contributions to communities. We provide research leadership, setting the direction for high-impact, innovative and responsive research that addresses the pressing issues of our time. We lead purposeful engagement with society, sharing our resources and expertise as part of collaborative efforts to build a resilient, equitable and sustainable future.

ASSESSMENT RESEARCH CENTRE

The Assessment Research Centre (ARC) is an enterprise research unit established in 1989. The Centre's mission is to improve assessment, reporting, credentialing and warranting of learning through original research, consulting, publication, development, teaching, training and commercialisation. The Centre has a world-renowned reputation for carrying out cutting edge, high-impact research influencing local, national and international policy and practice. The Centre has a supportive work environment with projects carried out by collaborative, task-oriented teams.

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.

ABOUT THE ROLE

Position purpose:

The Lecturer in Assessment is a teaching and research position. The Lecturer in Assessment will contribute to a variety of teaching, research, engagement and knowledge transfer activities in the area of assessment and teacher education. The successful applicant will coordinate and teach into subjects in the Master of Teaching, the Master of Education, the Master of Instructional Leadership and the Master of Education in Evidence-Based Practice. Subjects are run at early childhood, primary and secondary level. The Lecturer in Assessment will also be involved in professional learning programs managed by the ARC for internal and external clients.

The Lecturer in Assessment will be expected to contribute to research projects and have a developing knowledge of research activities including project design, ethical issues, privacy, data collection, analysis and publication. The Lecturer in Assessment will be involved in broad activities ranging from conducting literature searches and data analysis, to liaising independently with research partners, schools, clients, organisations and participants.

The Lecturer in Assessment will work collaboratively with Assessment Research Centre and University academic and professional staff to achieve research, teaching and engagement goals. They will work in project teams, under the guidance of project leaders and directors, as well as independently.

This position provides an excellent opportunity for the further development of a career in academic teaching, research and engagement.

Reporting line: Deputy Director, Assessment Research Centre

No. of direct reports: 0

No. of indirect reports: 0

Direct budget accountability: \$0

Key Dimensions and Responsibilities:

Task level: Significant

Organisational knowledge: Moderate

Judgement: Moderate

Operational context: Academic Division

OH&S and compliance: 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. These include general staff responsibilities

and those additional responsibilities that apply for managers, supervisors and other personnel. Specific responsibilities for the role are available at <http://safety.unimelb.edu.au/topics/responsibilities/>.

Staff must comply with all relevant requirements under the University's risk management framework including legislation, statutes, regulations and policies.

Core Accountabilities:

- Coordinate and teach into assessment subjects in the field of teacher education, including through in-person and online lectures and tutorials as well as marking.
- Contribute to the development, delivery, review and evaluation of subjects and professional learning programs, and develop teaching and resource materials.
- Use Learning Management Systems, assessment, credentialing and academic integrity software deployed in teaching and learning programs.
- Communicate with students, academic and professional staff and other stakeholders, including coordinating and facilitating meetings.
- Contribute to and undertake work on research and consultancy projects, including being actively involved in all aspects from planning, data collection, analysis and publication.
- Work individually as well as collaboratively in a team environment on projects as appropriate to the appointment.
- Participate in ongoing professional development in the area of developmental assessment, and develop and maintain knowledge of current research, resources and practice in that field.
- Actively participate in research and industry meetings, workshops, seminars, conferences to disseminate project findings as opportunities arise.
- Engage with relevant professional and industry bodies and stakeholders to foster collaborative relationships.

Selection Criteria:

Education/Qualifications:

1. A completed doctoral degree in teaching, education or a related discipline.

Knowledge and skills:

2. Evidence of a high-quality teaching record in schools.
3. Knowledge of and demonstrated ability to conduct formative assessment practices in teaching and learning.
4. Strong organisational and administrative skills including the ability to coordinate workflow, determine priorities, meet deadlines, effectively manage competing demands and follow through on tasks to completion.
5. Demonstrated ability to produce high-quality teaching and learning materials.
6. An emerging record of publications, conference papers and/or reports, or professional or technical contributions which provide evidence of strong research potential.
7. Excellent written and oral communication skills.
8. Demonstrated ability to work as a member of a team.

9. Excellent interpersonal skills, with the ability to engage with a range of individuals including students, teachers, educational leaders, researchers and participants.
10. Excellent problem-solving skills and the ability to seek support when required.
11. Willingness to develop understandings in the area of assessment, learn new skills, engage with recent research and apply learnings to work activities.

Desirable:

12. Engagement with contemporary theoretical understandings of tertiary learning.
13. Experience in online teaching and learning at either the school or tertiary level, including use of a variety of online systems to support teaching and assessment activities.

Other job-related information:

- This position requires the incumbent to hold a current and valid Working with Children Check.
- Occasional work out of ordinary hours, including occasional travel, may be required.
- Leave will not always be approved during teaching periods.