



LECTURER

DEPARTMENT/UNIT	Chinese Studies
FACULTY/DIVISION	Faculty of Arts
CLASSIFICATION	Level B
DESIGNATED CAMPUS OR LOCATION	Clayton campus

ORGANISATIONAL CONTEXT

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

The position is located within the **School of Languages, Literatures, Cultures and Linguistics**, one of the largest Schools in the Faculty of Arts. Members teach and conduct research across nine European and Asian languages and literatures, 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.

Chinese studies is one of the largest language programs at Monash University. It is taught at the Clayton campus and off-shore during Summer. The Chinese studies undergraduate major offers different entry points to cater for the diverse proficiency and background needs of students today. Our program aims to equip all students with language and translation skills, as well as in-depth knowledge of Chinese culture and society. For more information, please visit www.monash.edu/arts/languages-literatures-cultures-linguistics/chinese-studies.

POSITION PURPOSE

A Level B academic is expected to make contributions to the teaching effort of the University and to carry out activities to maintain and develop their scholarly, research and/or professional activities relevant to the profession or discipline.

The successful applicant will be expected to coordinate and teach in the six-level undergraduate Chinese language program at Monash University, engage in team-teaching, develop new content units and participate in curriculum development. The successful applicant will also undertake research supervision of HDR students; engage in original and innovative research (including, potentially, collaborative research), participate in grant applications, and engage in various administrative tasks within the Chinese Studies program and School.

Reporting Line: The position reports to the Head of School

Supervisory Responsibilities: Not applicable

Financial Delegation: Not applicable

Budgetary Responsibilities: Not applicable

KEY RESPONSIBILITIES

Specific duties required of a Level B academic may include:

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

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
 - a doctoral qualification in Chinese Studies or a related discipline.

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 analysis and manuscript preparation skills; including developing a solid track record of refereed research publications
4. Demonstrated familiarity with the process of external grant applications
5. Ability to work positively and cooperatively with students, internal and external teams and external organisations
6. Demonstrated strong record of teaching experience in a tertiary environment, preferably in a Chinese Studies or related program

7. Demonstrated ability to motivate, actively engage and educate a given audience
8. Demonstrated interest in curriculum and subject material development, as well as interest in team teaching in existing or new units
9. Proven ability, commitment and passion for engaging in scholarly and research activities
10. A demonstrated capacity to work in a collegiate manner with other staff in the workplace

OTHER JOB RELATED INFORMATION

- 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

GOVERNANCE

Monash University expects staff to appropriately balance risk and reward in a manner that is sustainable to its long-term future, contribute to a culture of honesty and integrity, and provide an environment that is safe, secure and inclusive. Ensure you are aware of and adhere to University policies relevant to the duties undertaken and the values of the University. This is a standard which the University sees as the benchmark for all of its activities in Australia and internationally.