



TEACHING ASSOCIATE

DEPARTMENT/UNIT

Department of Business and Economics

FACULTY/DIVISION

Faculty of Econometrics and Business Statistics

CLASSIFICATION

Sessional rates

WORK LOCATION

Caulfield campus

ORGANISATIONAL CONTEXT

Monash 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 Monash Business School undertakes education, research, consultancy and community engagements across all the main business and economics disciplines. It offers a comprehensive selection of awards including bachelor degrees, specialist master degrees by coursework, the Master of Business Administration (MBA), masters by research, and the PhD. Student numbers exceed 14,000, making it one of the largest business education providers in Australia.

The Monash Business School operates across all three Australian campuses (Caulfield, Clayton and Peninsula) and, together with business schools in South Africa and Malaysia, makes up Monash University's Faculty of Business and Economics. It is structured into seven discipline-based departments (Accounting, Banking and Finance, Business Law and Taxation, Econometrics and Business Statistics, Economics, Management, and Marketing) as well as a number of research centres, units and groups in specialist areas such as behavioural economics, development economics, employment and work, and retail studies. To learn more about the Monash Business School, please visit our website: www.monash.edu/business.

The Department of Econometrics and Business Statistics is recognised worldwide for the quality of its research and teaching and has been designated by Monash as an area of outstanding strength, 'demonstrably pre-eminent relative to other Australian universities and competitive with the strongest international equivalents'. In the [Excellence in Research for Australia assessment conducted by the Australian Research Council in 2015](#), [Monash University received a rank of 5, which is the highest possible rank, in Econometrics and Statistics](#). In the [top 10% of institutions in the field of Econometrics](#) ranked by IDEAS (a Research Papers in Economics service maintained by the Federal Reserve Bank of St. Louis, USA) the Department appears among the best institutions in the world.

We offer a comprehensive curriculum at the undergraduate and postgraduate levels in econometrics, business statistics, financial econometrics and actuarial studies. Many of our senior staff are editors and associate editors

of reputable academic journals in econometrics and statistics and we enjoy significant success in gaining grants and contract research. For more information about our Department and the work we do, [please visit our website](#).

POSITION PURPOSE

The Teaching Associate academic role is to assist Unit Coordinators/Chief Examiners in the teaching and assessment of Econometrics and Business Statistics subjects, and the delivery of teaching materials.

The Teaching Associate will contribute to the teaching effort of the University.

Reporting Line: The position reports to the Deputy Head of Department

Supervisory Responsibilities: Not applicable

Financial Delegation: Not applicable

Budget Responsibilities: Not applicable

KEY RESPONSIBILITIES

Specific duties required of this position may include:

1. Supporting Academic Unit Co-ordinators/chief Examiners
2. Delivery of workshops, tutorials, student consultation and assessment
3. Assisting with direction and supervision of practical laboratory sessions as required
4. Marking and delivery of assessment within subjects in which the Teaching Associate teaches and assisting in other units as directed
5. Contribution to course and team planning review processes through attendance at team meetings as required

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
 - At least an Honours degree in the broad disciplines of Econometrics and/or Business Statistics and/or significant relevant industry experience

Knowledge and Skills

2. Demonstrated ability to stimulate, actively engage and educate a given audience
3. Ability to work positively and cooperatively with students, internal and external teams and agencies
4. Demonstrated record of teaching experience in a tertiary environment
5. 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
6. A demonstrated capacity to work in a collegiate manner with other staff in the workplace

OTHER JOB RELATED INFORMATION

- Travel (e.g. to other campuses of the University) may be required
- There may be peak periods of work during which the taking of leave may be restricted

LEGAL COMPLIANCE

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.