

Position Description

Lecturer / Senior Lecturer

School of Risk & Actuarial Studies

Position Number: 00036472
Position Title: Lecturer/Senior Lecturer
Date Written: September 2019

Faculty / Division: UNSW Business School
School / Unit: Risk and Actuarial Studies
Position Level: Level B/C

ORGANISATIONAL ENVIRONMENT

UNSW is currently implementing a ten year strategy to 2025 and our ambition for the next decade is nothing less than to establish UNSW as Australia's global university. We aspire to this in the belief that a great university, which is a global leader in discovery, innovation, impact, education and thought leadership, can make an enormous difference to the lives of people in Australia and around the world.

Following extensive consultation in 2015, we identified three strategic priority areas. Firstly, a drive for academic excellence in research and education. Universities are often classified as 'research intensive' or 'teaching intensive'. UNSW is proud to be an exemplar of both. We are amongst a limited group of universities worldwide capable of delivering research excellence alongside the highest quality education on a large scale. Secondly, a passion for social engagement, which improves lives through advancing equality, diversity, open debate and economic progress. Thirdly, a commitment to achieving global impact through sharing our capability in research and education in the highest quality partnerships with institutions in both developed and emerging societies. We regard the interplay of academic excellence, social engagement and global impact as the hallmarks of a great forward-looking 21st century university.

To achieve this ambition we are attracting the very best academic and professional staff to play leadership roles in our organisation.

VALUES IN ACTION: OUR UNSW BEHAVIOURS

UNSW recognises the role of employees in driving a high-performance culture. The behavioural expectations for UNSW are below.



Delivers high performance and demonstrates service excellence.



Thinks creatively and develops new ways of working. Initiates and embraces change.



Works effectively within and across teams. Builds relationships with internal and external stakeholders to deliver on outcomes.



Values individual differences and contributions of all people and promotes inclusion.



Treats others with dignity and empathy. Communicates with integrity and openness.

OVERVIEW OF RELEVANT AREA AND POSITION SUMMARY

UNSW Business School is a leader in business education and research in the Asian region and one of the largest Business Schools in Australia with more than 16,500 students, 500 academic and professional staff and more than 80,000 alumni and partners. The Business School offers a full suite of business degree programs at undergraduate, postgraduate, coursework and research levels, including the AGSM MBA programs and a range of Executive Programs. Its direction is guided by a business advisory council of leading CEOs, chairpersons and other business leaders.

The Business School's reputation is built on its outstanding staff, students and alumni and a cultural diversity which ensures an international focus. It also has a long history of deep industry engagement and takes pride in the impact it has through its educational and research activities. The School is frequently ranked among the top 50 in the world, and in some areas among the top 20, according to global indicators. For further information, see: <https://www.business.unsw.edu.au/>

The School of Risk & Actuarial Studies has an established international reputation for excellence in its undergraduate and postgraduate programs in Actuarial Studies, its courses in risk management and superannuation and pensions and its supervision of Honours, MPhil and PhD students. The School's reputation is built on outstanding staff, students and alumni, a strong international research profile and well developed local and international linkages with academics, industry and government.

A *Level B Academic (Lecturer)* is expected to make contributions to teaching in the School and to carry out activities to maintain and develop his/her scholarly research and professional activities.

A *Level C Academic (Senior Lecturer)* is expected to make significant contributions to teaching in the School and to play a major role in scholarship, research and professional activities.

The role of Lecturer/Senior Lecturer reports to the Head of School, Risk and Actuarial Studies and has nil direct reports.

RESPONSIBILITIES

Specific responsibilities for this role include:

Level B

- Develop and implement a program of research, with publications in top tier disciplinary journals.
- Develop and teach undergraduate and postgraduate courses (preparation and delivery of lectures and/or seminars and tutorials, write exams and other assessments).
- Supervise and monitor the progress of students, provide consultation to students, mark assignments, mid-session and final examinations as allocated by the School.
- With advice and support from more senior academics, initiate and develop innovative approaches to teaching and learning, including blended and/or online/digital teaching, and in curriculum development.
- Play a role in course administration (including as a course coordinator) and in the development of courses and programs in the School.
- Supervise honours and/or postgraduate research students.
- Participate in seminars, meetings and committees in the School of Risk & Actuarial Studies.
- Develop and maintain links with relevant industry and professional organisations.
- Demonstrate capacity to work with online and blended learning pedagogies.
- Engage with media and other outlets to disseminate research outcomes.
- Cooperate with all health and safety policies and procedures of the university and take all reasonable care to ensure that your actions or omissions do not impact on the health and safety of yourself or others.

Level C

In addition to the above:

- Provide leadership in research projects in the School, including in funding applications.
- Mentor junior research staff
- Take a senior role in the development/design of innovative teaching and learning, including blended and online/digital approaches, and in curriculum development.
- Coordinate a broader range of administrative functions.
- Contribute and play a major role in School and Faculty meetings and committee work.
- Opportunity to teach into MBA and executive education programs.

SELECTION CRITERIA

Level B

- A PhD degree in actuarial science or a related discipline (or expected to complete their degree requirements by end of 2019).
- To hold or have almost obtained an Associateship of the Actuaries Institute (or equivalent).
- Expected or demonstrated in publishing in top international journals in actuarial science and/or related areas.
- Demonstrated ability for teaching and curriculum development at both undergraduate and postgraduate level in actuarial science.
- Ability to supervise honours and postgraduate research students.
- Ability to obtain research funding and participate in collaborative research and educational projects.
- Highly developed interpersonal skills with the ability to work with staff and students from diverse backgrounds.
- Willingness to be involved with and contribute to the actuarial profession and to undertake engagement with industry.
- Excellent verbal and written communication skills.
- Knowledge of health and safety responsibilities and commitment to attending relevant health and safety training.

Level C

In addition to the above:

- A PhD degree in actuarial science or a related discipline.
- To hold or have almost obtained a Fellowship of the Actuaries Institute (or equivalent).
- A strong track record of publications in top international journals in actuarial science and/or related areas with demonstrated success in applying for competitive research grants.
- A strong track record of teaching and curriculum development and academic administration in actuarial science or related areas.
- A track record of contribution to the actuarial profession and engagement with industry.

PRE-EMPLOYMENT CHECKS REQUIRED

Based on the duties, responsibilities and requirements of this position, an appointment to this position is subject to a satisfactory completion of the following pre-employment checks:

- Verification of qualifications

It is not the intention of the position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position. The aspects mentioned above may be altered in accordance with the changing requirements of the role.