



POSITION DESCRIPTION

Indigenous Knowledge Institute

A Melbourne Interdisciplinary Research Institute hosted by the Faculty of Science

Indigenous Knowledge Fellow (3 positions)

ONLY INDIGENOUS AUSTRALIANS ARE ELIGIBLE TO APPLY AS THIS POSITION IS EXEMPT UNDER THE SPECIAL MEASURE PROVISION, SECTION 12(1) OF THE EQUAL OPPORTUNITY ACT 2011 (VIC).

POSITION NO	0062175
CLASSIFICATION	Academic Level E (3 positions)
SALARY	Level E: \$217,805 pro rata
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Part time (0.2 FTE)
BASIS OF EMPLOYMENT	Fixed term for 2 years
OTHER BENEFITS	http://about.unimelb.edu.au/careers/working/benefits
HOW TO APPLY	<p>Online applications are preferred. Go to http://about.unimelb.edu.au/careers, select the relevant option ('Current Opportunities' or 'Jobs available to current staff'), then find the position by title or number.</p> <p>Your complete application will include:</p> <ol style="list-style-type: none">1. a completed Application Form on the template provided2. a CV outlining your Education and Qualifications, Employment History, Executive and Board Memberships, Indigenous Organisation Memberships and Community Service, Publications and Creative Works, Public Speaking

and Conference Presentations, Research Project Participation, Contact Details for Two Referees

3. a reference letter from a partner academic within the University of Melbourne (Optional).

If you need assistance identifying a partner academic within the University of Melbourne, please contact the Indigenous Knowledge Institute for advice: indigenouknowledge@unimelb.edu.au.

The Indigenous Knowledge Institute is committed to equity, diversity and inclusion and strongly encourages people with diverse experiences to apply. If you have any accessibility requirements for the application or interview, please contact us. We are dedicated to ensuring barrier free and inclusive practices to recruit the most talented candidates. A position description is available in alternate formats, if required, including USB, Large Print and Plain English.

**CONTACT
FOR ENQUIRIES ONLY**

Tarneen Callope
tarneen.callope@unimelb.edu.au

Please do not send your application to this contact

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

Acknowledgement of Country

The University of Melbourne acknowledges the Traditional Owners of the unceded land on which we work, learn and live: the Wurundjeri Woi Wurrung and Bunurong peoples (Burnley, Fishermans Bend, Parkville, Southbank and Werribee campuses), the Yorta Yorta Nation (Dookie and Shepparton campuses), and the Dja Dja Wurrung people (Creswick campus).

The University also acknowledges and is grateful to the Traditional Owners, Elders and Knowledge Holders of all Indigenous nations and clans who have been instrumental in our reconciliation journey.

We recognise the unique place held by Aboriginal and Torres Strait Islander peoples as the original owners and custodians of the lands and waterways across the Australian continent, with histories of continuous connection dating back more than 60,000 years. We also acknowledge their enduring cultural practices of caring for Country.

We pay respect to Elders past, present and future, and acknowledge the importance of Indigenous knowledge in the Academy. As a community of researchers, teachers, professional staff and students we are privileged to work and learn every day with Indigenous colleagues and partners.

Position Summary

This position presents a unique opportunity for a senior Knowledge Holder, Traditional Owner and/or Ceremonial Leader to work as a Professor of Indigenous Knowledge Institute at the University of Melbourne. As an Indigenous Knowledge Fellow, you will be supported to undertake a focused two-year program of research to realise your vision for advancing Indigenous knowledge scholarship and exchanges.

This position is located within the Indigenous Knowledge Institute at the University and reports to the Institute Director. The Institute is one of five Melbourne Interdisciplinary Research Institute at the University. The Institute mission is to work in partnership with Indigenous communities to advance research and education in Indigenous knowledge systems. The Institute's investments in research initiatives are guided by four priority areas:

- Country — Indigenous knowledge of sustaining environments and ecologies
- Law — Indigenous knowledge in maintaining law, governance, and social cohesion
- Culture — Indigenous knowledge as applied through culture and creative expressions
- Futures — translating Indigenous knowledge for new applications

Four Indigenous Knowledge Fellowships are available this round at Academic Level E.

A successful applicant at Level E will demonstrate outstanding performance in Indigenous knowledge and pre-eminence in related practice and a capacity to establish research partnerships and translate Indigenous knowledge into new contexts of international standing.

Each Indigenous Knowledge Fellowship awarded attracts a Research Project Grant of \$20,000 per annum over two years. Successful applicants will be invited by the Institute to outline their anticipated project budget for approval.

1. Key Responsibilities

As with all positions, career achievements will be interpreted relative to opportunity, including career disruptions due to caring responsibilities, time in industry, illness etc.

The appointee is expected to contribute significantly towards research, scholarship and/or teaching and will make independent and original contributions in their discipline which are recognised as distinguished internationally and have a significant impact on their field of expertise.

1.1 RESEARCH AND RESEARCH TRAINING

- Develop and undertake a focused two-year program of research to advance Indigenous Knowledge scholarship and exchanges.
- Communicate and present on your research at internal and public events, meetings, and gatherings.
- Publish and disseminate your research findings as 'traditional' (written and refereed) and/or 'non-traditional' (creative and public audience) academic outputs.
- Provide annual reports and interim updates on your research program and relevant outputs to the Institute.
- Productively articulate the Institute's vision and strategic approach to key internal and external stakeholders and the broader public.
- Support the development of effective research collaborations in Indigenous Knowledge across the University.

- Develop effective relationships and mutually beneficial research partnerships between academics and relevant stakeholders in Indigenous Knowledge, including government organisations, industry partners and communities.
- Contribute to developing a pipeline of research projects and partnerships focused on Indigenous Knowledge.
- Contribute to research student supervision panels through the Indigenous Knowledge Institute Doctoral Academy upon request.

1.2 PEOPLE MANAGEMENT

- Work with colleagues in a timely and fair manner within University of Melbourne Guidelines.
- Contribute to promoting an environment where staff can accelerate personal growth and work towards achievement of career goals.
- Model the behaviour expected of leadership in the University.
- Support the University's Indigenous Strategy.

1.3 LEADERSHIP AND SERVICE

The appointee will be expected to:

- Initiate and engage in strategic planning, leadership, administration, and management of the Indigenous Knowledge Institute, Faculty of Science at the University of Melbourne.
- Contribute to School and/or Faculty committees and meetings and play a major role in planning and implementing activities to support the operations of the University and capacity building in the School and its disciplines.
- Facilitate outcome-oriented, collaborative discussions.
- Effective demonstration and promotion of University values including diversity, equity and inclusion, high standards of ethics and integrity, and respectful behaviour.
- Be an effective mentor for staff within the School and create and support opportunities for staff development.
- Engage with external community members, industries, government, or other stakeholders to disseminate research, create opportunities, and promote the School, Faculty and University.

1.4 OTHER DUTIES

The appointee will be expected to:

- Undertake administrative functions and obligations primarily connected with the staff member's area of teaching and research.
- Perform other tasks as requested by the Head of School.
- Participate in the University Professional Development Framework.
- Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 4.

2. Selection Criteria

2.1 ESSENTIAL

- A PhD or a distinguished research career, demonstrating leadership and strategic perspective in research and scholarship within their discipline area.
- Extensive experience maintaining and/or revitalising Indigenous knowledge and related cultural and/or environmental practice. This may include comprehensive ceremonial and/or community leadership capabilities.
- Established leadership and influence within Indigenous community contexts and related organisations.
- Excellent ability to establish partnerships with relevant stakeholders and translate Indigenous Knowledge into research project and communication contexts.
- Excellent ability to co-create and participate in research projects and contribute to publishing findings as 'traditional' (written and refereed) and/or 'non-traditional' (creative and public audience) academic outputs.
- Excellent ability to present on Indigenous Knowledge and related research at internal and public events, meetings, and gatherings, including conferences and public lectures.
- Excellent communication skills and capacity to work constructively and collaboratively to build rapport within a diverse work environment.
- Demonstrated commitment to mentoring, including creating a supportive environment that provides opportunities for their colleagues to thrive.
- Demonstrated leadership and strategic perspective in research and scholarship within their discipline area.

3. *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. Consequently, the People Strategy sets out the strategic aim to drive diversity and inclusion across the University to create an environment where the compounding benefits of a diverse workforce are recognised as vital in our continuous desire to strive for excellence.

4. *Occupational Health and Safety (OHS)*

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.

OHS responsibilities applicable to positions are published at:

<https://safety.unimelb.edu.au/people/community/responsibilities-of-personnel>

These include general staff responsibilities and those additional responsibilities that apply for Managers and Supervisors and other Personnel.

5. Other Information

5.1 INDIGENOUS KNOWLEDGE INSTITUTE

<https://indigenouknowledge.unimelb.edu.au>

The Indigenous Knowledge Institute aims to advance research and engagement in Indigenous knowledge systems. Established in 2020, the Institute is one of five Melbourne Interdisciplinary Research Institutes that aim to promote research linkages and collaboration across the University and a lead role in articulating University research to external audiences. The Institute is recognised as a global hub for Indigenous wisdom and thought leadership in Indigenous knowledge research with diverse partners across Australia and the world.

5.2 FACULTY OF SCIENCE

<https://science.unimelb.edu.au>

Science at Melbourne is a global leader across fundamental and impactful scientific research and education. Science begins with curiosity, and we are dedicated to understanding the universe from the level of sub-atomic particles to the solar system. We aim to be leaders who positively impact the community locally and globally, addressing major societal issues from climate change to disease. Our discoveries help build an understanding of the world around us.

Our strength is our breadth of expertise. We are the second largest faculty in the University comprising seven schools: Agriculture, Food, & Ecosystems Sciences, BioSciences, Chemistry, Geography, Earth & Atmospheric Sciences, Mathematics & Statistics, Physics and Veterinary Science.

This depth of knowledge positions the faculty to better understand, explore and impact our world and humanity, within a truly comprehensive Faculty of Science.

We have more than 150 years of experience in pioneering scientific thinking and analysis, leading to outstanding teaching and learning and offer a curriculum based on highly relevant research. We aim to train students with the knowledge and intellectual flexibility to drive the industries of tomorrow and lead across all levels of society.

We offer a range of undergraduate, honours, graduate and research degrees; enrolling more than 11,500 undergraduate and 3,750 graduate students.

We are dedicated to delivering leading transformative educational outcomes, underpinned by research, and an inclusive and inspiring student experience.

Excellence comes in many forms and diversity of thought, perspective and disciplines is essential to deliver globally leading science. At the core of our success is our focus on an inclusive environment for all in our community. Our Faculty's focus on equity, inclusion

and belonging is grounded in our endeavour to ensure we are best placed to advance research, teaching and serve diverse national and global communities.

As a Science community we sit across six of the University's seven campuses – Parkville, Dookie, Burnley, Creswick, Shepparton and Werribee. This reach provides us with a unique perspective that is beneficial to our teaching and research. It also means we can offer our students a greater variety of learning experiences and internships to engage with industry partners to solve real-world issues.

We are the highest ranked science faculty amongst all Australian universities, and are ranked amongst the top science faculties in the world. The Faculty is host of the Bio21 Molecular Science and Biotechnology Institute, Office for Environmental Programs, Australian Mathematical Sciences Institute (AMSI), Melbourne Energy Institute, the Biodiversity Institute, the Indigenous Knowledge Institute, the Oceania Institute and home to numerous Centres.

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

Further information about working at The University of Melbourne is available at <http://about.unimelb.edu.au/careers>

5.4 ADVANCING MELBOURNE

The University's strategic direction is grounded in its purpose. While its expression may change, our purpose is enduring: to benefit society through the transformative impact of education and research. Together, the vision and purpose inform the focus and scale of our aspirations for the coming decade.

Advancing Melbourne reflects the University's commitment to its people, its place, and its partners. Our aspiration for 2030 is to be known as a world-leading and globally connected Australian university, with our students at the heart of everything we do.

- We will offer students a distinctive and outstanding education and experience, preparing them for success as leaders, change agents and global citizens.
- We will be recognised locally and globally for our leadership on matters of national and global importance, through outstanding research and scholarship and a commitment to collaboration.
- We will be empowered by our sense of place and connections with communities. We will take opportunities to advance both the University and the City of Melbourne in close collaboration and synergy.
- We will deliver this through building a brilliant, diverse and vibrant University community, with strong connections to those we serve.

The means for achieving these goals include the development of the University of Melbourne's academic and professional staff and the capabilities needed to support a modern, world-class university. Those means require a commitment to ongoing financial sustainability and an ambitious infrastructure program which will reshape the campus and our contribution to the communities we engage with. This strategy, and the priorities proposed, is centred around five intersecting themes: place, community, education, discovery and global.

5.5 GOVERNANCE

The Vice Chancellor is the Chief Executive Officer of the University and responsible to Council for the good management of the University.

Comprehensive information about the University of Melbourne and its governance structure is available at <http://www.unimelb.edu.au/governance>