



POSITION DESCRIPTION

Department of Economics
Faculty of Business and Economics

Lecturer/Senior Lecturer/Associate Professor in Actuarial Studies

POSITION NO	0024069
CLASSIFICATION	Lecturer (Level B) or Senior Lecturer (Level C) or Associate Professor (Level D)
SALARY	\$107,547 - \$127,707 p.a. (Level B) or \$131,739 - \$151,900 p.a. (Level C) or \$158,624 - \$174,754 p.a. (Level D) Level of appointment is subject to qualification and experience
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full time (1.0FTE)
BASIS OF EMPLOYMENT	Continuing
OTHER BENEFITS	https://about.unimelb.edu.au/careers/staff-benefits
HOW TO APPLY	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.
CONTACT FOR ENQUIRIES ONLY	Professor David Pitt Email david.pitt@unimelb.edu.au

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

Position Summary

The Department of Economics at the University of Melbourne is the leading economics department in Australia with strong undergraduate and postgraduate programs and an outstanding group of actuaries, economists and econometricians. The Centre for Actuarial Studies operates within the department to research and teach actuarial studies at all levels.

The Department invites applications for the position of either Lecturer, Senior Lecturer or Associate Professor in Actuarial Studies.

The Department is interested in applicants with the capability to publish in leading refereed journals and provide high quality teaching and engagement at both the undergraduate and postgraduate levels. Applicants for the senior positions will have an outstanding track record in leadership, research, teaching and engagement activities and have been a recipient of major competitive research grants, with substantial publication track record, demonstrated quality as a teacher, and have contributed to the discipline externally, and through engagement.

Applicants from any area of Actuarial Studies will be considered.

OBJECTIVES OF THE CENTRE FOR ACTUARIAL STUDIES

The Centre's objectives are:

- To produce high-quality research of two types: contributions to international knowledge that are publishable in leading international actuarial journals, and international quality research which has direct relevance to the Australian actuarial profession;
- To offer international quality teaching and training in both undergraduate and graduate programs;
- To be accredited by the Institute of Actuaries of Australia (IAAust),
- To make significant contributions to the actuarial profession and to the Australian community.

1. Key Responsibilities

- ▶ To teach to the high standards expected in the Centre for Actuarial Studies. Examples of teaching duties include:
 - At least one specialist subject at third year, Honours year or graduate level in Actuarial Studies and
 - A core first or second year subject in Actuarial Studies if required.
- ▶ To supervise Honours, Masters and PhD students
- ▶ To undertake research in an area or areas of Actuarial Studies
- ▶ To produce high quality research published in refereed journals.
- ▶ To participate in academic conferences, seminars and workshops.
- ▶ To foster a high level of achievement in undergraduate and graduate students.
- ▶ To work collegially within a small centre.
- ▶ To attract research grants and engage with industry.

- ▶ To undertake, in accordance with the level of appointment, administrative duties.
- ▶ Occupational Health and Safety (OH&S) responsibilities as outlined in section 4.

2. Selection Criteria

2.1 ESSENTIAL

LECTURER (LEVEL B)

ESSENTIAL

- ▶ Completed or be in the final stages of completion of a PhD (or an appropriate equivalent) in Actuarial Studies or a closely related discipline.
- ▶ Research interests and an on-going research program in Actuarial Studies or financial mathematics as demonstrated by submissions to leading refereed journals and working papers.
- ▶ To hold or have almost obtained an Associateship of the Actuaries Institute or equivalent knowledge and understanding of the actuarial examination syllabuses and actuarial practice.
- ▶ Ability to teach a broad range of subjects at undergraduate, honours and masters level, in the field of actuarial studies
- ▶ A record of participation in academic conferences, seminars or workshops.
- ▶ Personal qualities which will foster a high level of achievement in students.
- ▶ An ability to work effectively within a small centre as part of a large department and to make a significant contribution to the objectives of the Centre for Actuarial Studies.

DESIRABLE

- ▶ At least one refereed publication in Actuarial Studies or a related discipline.
- ▶ Evidence of high quality teaching experience at the tertiary level. Experience with fostering online and alternative modes of teaching will be highly valued.
- ▶ An ability to attract research grants.
- ▶ An interest in engaging with the actuarial community and the business sector in Australia or abroad.

SENIOR LECTURER (LEVEL C)

ESSENTIAL

- ▶ Completed a PhD (or an appropriate equivalent) in Actuarial Studies or a closely related discipline.
- ▶ Research interests and an on-going research program in Actuarial Studies or financial mathematics. A strong record of academic research as evidenced by at least five refereed publications in the fields of in Actuarial Studies or a related discipline.

- ▶ Have obtained an Associate of the Actuaries Institute or equivalent knowledge and understanding of the actuarial examination syllabuses and actuarial practice.
- ▶ Demonstrated experience of quality teaching in a broad range of subjects at undergraduate, honours and masters level in actuarial studies and related topics.
- ▶ A record of participation in academic conferences, seminars or workshops.
- ▶ Personal qualities which will foster a high level of achievement in students.
- ▶ An ability to work effectively within a small centre as part of a large department and to make a significant contribution to the objectives of the Centre for Actuarial Studies.

DESIRABLE

- ▶ An ability to attract research grants.
- ▶ An interest in engaging with the actuarial community and the business sector in Australia or abroad.

ASSOCIATE PROFESSOR (LEVEL D)

ESSENTIAL

- ▶ Completed a PhD (or an appropriate equivalent) in Actuarial Studies or a closely related discipline.
- ▶ A well-established, internationally-recognised research record that includes publications in top-ranked actuarial or financial mathematics journals and presentations at international conferences.
- ▶ The capacity to make a significant contribution to the research, teaching and engagement objectives of the Centre and the Department of Economics.
- ▶ Experience in the provision of high quality mentoring and supervision for graduate students.
- ▶ A record of generating research funds from competitive grants and/or other sources to support research.
- ▶ A record of high quality teaching and leadership in course and curriculum development.
- ▶ An ability to work effectively within a small centre as part of a large department and to make a significant contribution to the objectives of the Centre for Actuarial Studies.
- ▶ An Associateship of the Actuaries Institute or equivalent knowledge and understanding of the actuarial examination syllabuses and actuarial practice.
- ▶ Demonstrated leadership in either research, teaching, curriculum development, engagement or a related area of academic endeavour.

DESIRABLE

- ▶ Experience with fostering online and alternative modes of teaching will be highly valued.
- ▶ A record of effective engagement with the wider community.
- ▶ A Fellowship of the Actuaries Institute or equivalent.

OTHER JOB RELATED INFORMATION

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 Advancing Melbourne strategy that addresses 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 and reach the targets of Advancing Melbourne.

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 ORGANISATION UNIT

<http://www.economics.unimelb.edu.au/>

The Department of Economics is a leading department in Australia with a strong postgraduate program and an outstanding group of economists and econometricians, all of whom have high research profiles. The Department is one of the largest departments in the Faculty of Business and Economics. The Department is research active and performs teaching and research in the areas of economics, econometrics and actuarial studies. The

Department provides high quality teaching at undergraduate and postgraduate levels and undertakes high quality research. The Department actively contributes to the community and maintains strong ties to business and government sectors.

Located within the Department are:

- Centre for Actuarial Studies
- Trade and Development Research Unit
- Economic Theory Research Unit
- Microeconometrics Research Unit
- Macroeconomics Research Unit
- Households Research Unit
- Centre for Market Design

5.2 BUDGET DIVISION

The Faculty of Business and Economics at the University of Melbourne has been preparing students for exciting and challenging careers in industry since 1924. We have developed an outstanding reputation, locally and internationally, for the quality of our teaching and research. The Faculty has an active board of business leaders, government representatives and community leaders who contribute to the implementation of our vision.

Further information about joining the Faculty is available here

<https://fbe.unimelb.edu.au/about/join-fbe>

Organisational Structure

The Faculty is home to Melbourne Business School (MBS) and to six teaching and research departments:

Accounting

Business Administration

Economics

Finance

Management and Marketing

Melbourne Institute of Applied Economic and Social Research

The Faculty has the following student and academic support centres:

Academic Support Office

Student Employability and Enrichment

Research Development Unit

The Williams Centre for Learning Advancement

Quality Office

The Faculty is supported by the following central services:

Finance

Human Resources (including OHS)

Marketing and Communications

Student Recruitment and Admissions

Service Level and Facilities Management

The Faculty also hosts two University-wide initiatives:

- The Melbourne School of Professional and Continuing Education (MSPACE) which provides support to all Academic Divisions for their existing professional, continuing and executive education programs, and operates with a specific whole-of-institution mandate to significantly expand the University's professional, continuing and executive education offerings.
- The Melbourne Entrepreneurial Centre (MEC) which brings together a number of programs to focus a range of activities aimed at developing an entrepreneurial culture at the University of Melbourne.

Our Programs

There are about 10,000 students enrolled in undergraduate and graduate degrees within the Faculty.

The Bachelor of Commerce is one of the most sought-after business courses in Australia. From 1 May 2013 all graduate programs in business and economics are offered through Melbourne Business School. Melbourne Business School offers a full suite of professional masters programs for those with little work experience right through to the MBA suite. It is also the home of leading research masters degrees and the PhD.

Our Graduates

Since the Faculty was established it has produced over 53,000 graduates. Many of our alumni now occupy senior positions in business, government and academia, in Australia and around the world.

Further information about the Faculty is available at www.fbe.unimelb.edu.au.

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 <https://about.unimelb.edu.au/strategy/governance>