



ASSOCIATE PROFESSOR (EDUCATION-FOCUSED)

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| DEPARTMENT/UNIT | Portfolio of the Deputy Vice-Chancellor (Education) |
| FACULTY/DIVISION | Monash Education Academy |
| CLASSIFICATION | Level D |
| 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 **Portfolio of the President and Vice-Chancellor** provides executive management and strategic advice to the Vice-Chancellor, leadership in the management and delivery of key strategic and cross-portfolio initiatives and University level governance. The portfolio is responsible for managing the University's global campuses, partnerships and affiliations, and is accountable for:

- External relations management;
- Coordination of special events arranged on behalf of the Chancellor and the Vice-Chancellor; and
- Leadership in and development of relationships with a range of local and international stakeholders and partners, including alumni, benefactors, government, industry and strategic alliance affiliates.

The **Deputy Vice-Chancellor and Vice-President (Education)** leads Monash University's integrated approach to education, framed by the Monash University Focus Monash Strategic Plan www.monash.edu/about/who/strategic-plan, and partners with Faculties and divisions to shape and deliver the University's education agenda. The portfolio is responsible for: Indigenous education and strategy, learning and teaching, social inclusion, strategic course development, student academic experience, academic course governance, education policy and quality.

The **Monash Education Academy (MEA)** activates the strategic intent of the University around Education, with a particular aim to advance educational practice that achieves powerful outcomes for Monash students. It connects to and with Faculties to facilitate the development and recognition of educational practice and leadership. The MEA showcases and catalyses innovation and excellence across the University. It supports the framework against which the education performance of academic staff is measured. It promotes and supports educational research that strengthens practice within and outside of Monash.

POSITION PURPOSE

Education-focused staff (as a subset of the Teaching and Research category of employment) at Monash are an elite category of the academy who focus on and contribute to the innovation of education and leading the design and delivery of education at the University. The Associate Professor (Education-focused) is expected to make a significant contribution to all learning and teaching related activities and exhibit national or international leadership in educational practice and design.

Overall, this role aims to support excellent teaching and learning at Monash through the provision of high quality professional learning for staff so that they create powerful learning experiences for Monash students across Faculties, campuses and teaching modes. Working across Monash Learning and Teaching, this position leads strategic projects related to developing, recognising and promoting educational excellence, with a particular focus on supporting the teaching and assessment practice of staff (including permanent, fixed term and sessional staff) across its campuses. This involves the design and delivery of programs, workshops that support teaching practice and which facilitate education recognition at Monash University. The incumbent leads the academic delivery of the HEA Fellowship program across Monash. The position will also contribute to the development of learning resources and modules, including other strategic programs across teams within Monash Learning and Teaching, in support of key learning and teaching priorities at Monash University.

Reporting Line: The position reports to the Academic Director, Learning and Teaching

Supervisory Responsibilities: 1-2 Academic staff (may be required)

Financial Delegation: Not applicable

Budgetary Responsibilities: Not applicable

KEY RESPONSIBILITIES

This position is a Level D education-focused academic. Level D education-focused academics will engage in high-quality educational scholarship and/or play a leadership role in educational innovation, program or course design and review. The incumbent will make an outstanding contribution inside and outside of the University, and in engagement with the community and profession, especially in areas related to teaching and learning.

Some of the duties of a Level D education-focused academic may include:

1. Develop and deliver high quality and effective professional learning programs to support academic staff within Faculties and across the University to uplift their teaching and assessment practices
2. Design and deliver resources to effectively develop educator capability across teaching, learning and assessment practices
3. Demonstrate effective teaching practices and provide assessment feedback to Monash staff on tasks associated with professional learning programs
4. Initiate and contribute to programs which facilitate recognition of educator excellence across the University
5. Provide academic leadership of the HEA Fellowship program, including mentor and assessor training, moderation and reviewing applications
6. Project manage strategic projects to ensure high quality outcomes delivered on time and within budget
7. Engage in collaborative or consultative design or implementation of projects across Portfolio teams
8. Undertake and contribute to educational innovation, monitoring and reporting at institutional levels
9. Provide high-level administrative functions
10. Other duties as directed from time to time

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
 - Advanced qualifications and/or recognised significant experience in the educational development of staff;
 - a position at this level will normally require a doctoral qualification or equivalent accreditation and standing.

Knowledge and Skills

2. Demonstrated academic excellence which may be evidenced by: an outstanding contribution to teaching and/or research and/or the profession; and national recognition for achieving improved or consistently excellent student outcomes or for the design, implementation and review of educational innovations; and education leadership
3. Proven ability to lead, manage, mentor and develop staff to enhance capabilities and skills in learning and teaching which achieve impact
4. Effective interpersonal skills and proven ability to establish good working relationships with colleagues
5. Extensive knowledge of contemporary approaches to teaching, learning and assessment coupled with experience of effective teaching and curriculum design, including strategies for digital and online education delivery
6. Excellent track record in building relationships and partnerships with key stakeholders
7. Demonstrated excellence in teaching evidenced through evaluations, innovation in delivery and through curriculum development
8. Proven ability to lead, initiate and manage strategic institutional projects
9. Extensive understanding of the higher education sector
10. Senior Fellowship or Principalship with the Higher Education Academy (HEA)

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.