



# RESEARCH ASSISTANT

<b>DEPARTMENT/UNIT</b>	Department of Architecture / Future Building Initiative
<b>FACULTY/DIVISION</b>	Faculty of Art, Design & Architecture (MADA)
<b>CLASSIFICATION</b>	Level A
<b>DESIGNATED CAMPUS OR LOCATION</b>	Caulfield campus

## ORGANISATIONAL CONTEXT

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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](http://www.monash.edu).

The **Faculty of Art, Design and Architecture**: In Melbourne, art, design and architecture are leading influences on the city's internationally recognised cultural dynamism, exhibited through significant collecting and exhibiting institutions, commercial galleries and innovative cultural production. Within this rich milieu, Monash Art Design and Architecture (MADA) is a vibrant centre of rigorous creative practice, encompassing architecture, design and fine art integrated with traditional scholarship. MADA advocates the essential role of creative practice in quality of life and proposes and develops models for future communities that are culturally enriched and environmentally sustainable. To learn more about MADA, please visit our website: [www.monash.edu/mada](http://www.monash.edu/mada).

The **Future Building Initiative** is a cross-disciplinary research group focused on the industrialisation and digital transformation of the built environment. Researchers hold diverse backgrounds and utilise a design research methodology to work with industry partners on applied research projects. These projects critically examine the emerging tools, methods, technologies, business models, products, and processes of the future building industry.

## POSITION PURPOSE

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A Level A research-only academic is expected to contribute towards the research effort of the university and to develop their research expertise through the pursuit of defined projects relevant to the particular field of research.

This role will assist the Director of the Future Building Initiative (FBI) in the research activities and co-ordination of the FBI, particularly projects being run by the FBI through Building 4.0 CRC. Activities include, but are not limited to, assistance with: the establishment and resourcing of research projects; oversight of research proposal development; preparation of materials and arranging of research meetings and workshops; writing and text review (research papers, proposals, and reports); active lines of research enquiry. Experience and output in both

traditional research settings, and in working with industry partners on applied projects, would greatly assist success in this role.

**Reporting Line:** The position reports to the Director of the Future Building Initiative

**Supervisory Responsibilities:** Not applicable

**Financial Delegation:** Not applicable

**Budgetary Responsibilities:** Not applicable

## KEY RESPONSIBILITIES

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Specific duties required of a Level A research-only academic may include:

1. The conduct of research under limited supervision either as a member of a team or, where appropriate, independently and the production or contribution to the production of conference and seminar papers and publications from that research
2. Involvement in professional activities including, subject to availability of funds, attendance at conferences and seminars in the field of expertise
3. Limited administrative functions primarily connected with the area of research of the academic
4. Development of a limited amount of research-related material for teaching or other purposes with appropriate guidance from other staff
5. Occasional contributions to teaching in relation to their research project(s)
6. Attendance and presentation at meetings associated with research or the work of the organisational unit to which the research is connected and/or at departmental and faculty meetings and/or industry engagements, and/or membership of a limited number of committees
7. Advice within the field of the staff member's research to postgraduate students
8. Other duties as directed from time to time

## KEY SELECTION CRITERIA

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### Education/Qualifications

1. The appointee will have:
  - An honours degree in the relevant discipline or have equivalent qualifications or research experience; or
  - an honours degree or higher qualifications in the relevant discipline and/or progress towards a doctorate in the relevant discipline; or
  - a doctoral qualification in the relevant discipline or a closely related field.

### Knowledge and Skills

2. Demonstrated analytical and manuscript preparation skills
3. Ability to solve complex problems by using discretion, innovation and the exercise diagnostic skills and/or expertise
4. Well-developed planning and organisational skills, with the ability to prioritise multiple tasks and set and meet deadlines
5. Excellent written communication and verbal communication skills with proven ability to produce clear, succinct reports and documents
6. A demonstrated awareness of the principles of confidentiality, privacy and information handling

7. A demonstrated capacity to work in a collegiate manner with other staff in the workplace
8. Demonstrated computer literacy and proficiency in the production of high level work using software such as Microsoft Office applications and specified University software programs, with the capability and willingness to learn new packages as appropriate
9. Experience in conducting applied design research activities with industry partners
10. Graphic communication skills in design research including Adobe CS
11. Understanding of built environment design, innovation, processes, and industrialisation
12. Knowledge of factors influencing the future of the building industry

## **OTHER JOB RELATED INFORMATION**

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- 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

## **GOVERNANCE**

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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.