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| Position Title | Deputy Dean (HDR Supervision and Research Training) |
| Classification | Level D or Level E |
| School/Division | Office of the Deputy Vice-Chancellor (Research) |
| Centre/Section | Graduate Research School |
| Supervisor Title | Pro Vice-Chancellor (Research Training) |
| Supervisor Position Number | |
| Position Number | NEW |

Your work area

The University of Western Australia (UWA) is a member of Australia's prestigious Group of Eight and ranked among the top 100 universities (top 1% in the world) with a broad coverage of disciplines in the arts, sciences and major professions. The Office of the Deputy Vice - Chancellor (Research) (DVC) has responsibility for research policy development and general oversight of the University's research activities.

The Graduate Research School (GRS) is responsible for the administration and management of higher degrees by research (HDR), PhD supervision, scholarships and candidature, industry internships, and other research training needs of a Group of Eight research-intensive University. The GRS comprises a team of up to 30 staff members overseeing and operationalising central activities of research training for HDR students and academic supervisors in all Schools of the University. From candidature advice and inductions, through to regular training seminars focused on project management, critical thinking, and research skills development, the School also manages scholarships, thesis submission and examinations, as well as associated issues.

Reporting structure

Reports to: Pro Vice-Chancellor (Research Training)

Your role

The position of Deputy Dean (HDR Supervision and Research Training) is accountable to the Pro Vice-Chancellor (Research Training). The role involves ensuring top-quality and impactful research training, HDR supervisors, Graduate Research Coordinators (GRCs) and for graduate research candidates university-wide. It focuses on enriching the experience and capabilities of HDR supervisors in their role, cultivating a thriving research culture with an emphasis on excellence in graduate research supervision, as well as enhancing the career prospects of graduate researchers.

You will be accountable for the professional development of supervisors at various levels of experience, including the utilisation of the licensed Epigeum package, Supervising Doctoral Studies, which is accessible online to all academic staff at the University. The role requires a strong knowledge of national requirements related to research supervision and sector best practice. The appointee would act as the UWA representative for the WA Supervision Consortium and be expected to be an active participant in this statewide initiative.

The Deputy Dean (HDR Supervision and Research Training) may be asked to deputise for the PVC (Research Training) during periods of absence, including attending committees, undertaking approvals and dealing with urgent complex candidature issues.

The appointee will have full responsibility for oversight and academic leadership of the professional development of HDR supervisors and will take a significant leadership role with regard to research skills and training opportunities provided by the Graduate Research School. This role will provide you with an opportunity for cross-university leadership and experience within the research portfolio.

Your key responsibilities

- Contribute effectively to the strategic planning for HDR Supervision and research training with a view to achieving improvements in line with the University's strategy.
- Assist in developing a culture of adherence by HDR supervisors and students to Government (e.g. HESF, TEQSA, AQF, ESOS, Australian Council of Graduate Research (ACGR) best practice etc.) and UWA policies.
- Deliver strategic, university-wide and comprehensive researcher training and development programs for supervisors and HDR students with a diverse range of backgrounds that reflect best practices nationally and internationally, utilising various modes of engagement, including online and in-person delivery.
- Provide leadership through research training development of GRCs
- Support and advise the Pro Vice Chancellor (Research Training) on GRS and University policy and strategic matters;
- Participate in the Board of the Graduate Research School and other relevant University Committees as required.
- Other duties as allocated by the Pro Vice Chancellor (Research Training).

Your specific work capabilities (selection criteria)

PhD in any scholarly discipline, a distinguished record of research in your field and relevant academic experience at the appointment of a Level D or Level E.

Experience in successful delivery of research and HDR supervision outcomes as a primary PhD supervisor and HDR examiner is essential. Expectations include a strong completion record, HDR publications, and prestigious career destinations or excellence of former HDR candidates.

Evidence of strong presentation and teaching skills, and engagement with teaching, learning and mentoring.

Evidence of understanding of issues that arise in HDR candidature and examination, specifically in candidate/supervisor relationships.

Strategic thinking and leadership skills demonstrated within an academic institution are desirable.

Capacity to work across multiple work areas, including excellent time management, ability to demonstrate sound judgement and prioritisation of tasks.

Outstanding communication skills, including interpersonal skills and ability to work constructively with internal and external stakeholders.

Knowledge of University Research Training and related policies.

Special requirements (selection criteria)

Occasional interstate and international travel may be required.

Occasional travel within the state may be required.

Some after-hours work may be required.

Compliance

Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including:

The University's Code of Conduct hr.uwa.edu.au/policies/policies/conduct/code/conduct

Inclusion and Diversity web.uwa.edu.au/inclusion-diversity

Safety, health and wellbeing safety.uwa.edu.au/