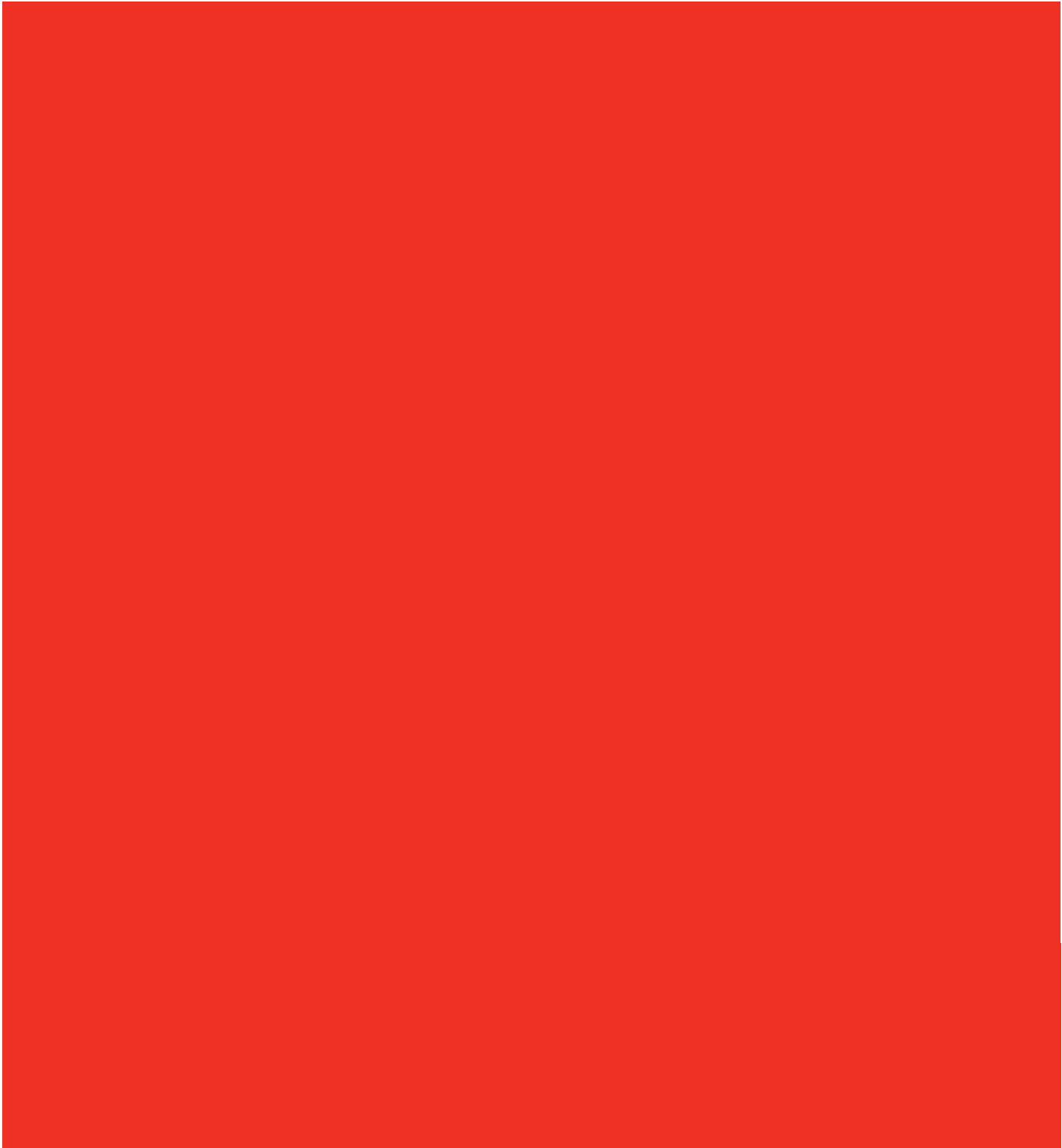


**CANDIDATE INFORMATION BOOKLET**  
April 2024



---

**Disclaimer**

The information contained in this publication is indicative only. While every effort is made to provide full and accurate information at the time of publication, the University does not give any warranties in relation to the accuracy and completeness of the contents. The University reserves the right to make changes without notice at any time in its absolute discretion, including but not limited to varying admission and assessment requirements, and discontinuing or varying courses. To the extent permitted by law, the University does not accept responsibility of liability for any injury, loss, claim or damage arising out of or in any way connected with the use of the information contained in this publication or any error, omission or defect in the information contained in this publication.

La Trobe University is a registered provider under the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS). La Trobe University CRICOS Provider Code Number 00115M TEQSA PRV12132 - Australian University



---

# Table of Contents

ACKNOWLEDGEMENT OF COUNTRY	2
WELCOME FROM THE PROVOST	3
OVERVIEW OF LA TROBE UNIVERSITY	4
LA TROBE STRATEGIC PLAN 2020 - 2030	4
OFFICE OF THE PROVOST, SCHOOL STRUCTURE	9
ABOUT THE POSITION	10
HOW TO APPLY	13
ABOUT VICTORIA AND MELBOURNE	13

---

# Acknowledgement of Country

La Trobe University acknowledges that our campuses are located on the lands of many traditional custodians in Victoria. We recognise their ongoing connection to the land and value their unique contribution to the University and wider Australian society.

La Trobe University is committed to providing opportunities for Aboriginal and Torres Strait Islander people, both as individuals and communities through teaching and learning, research and community partnerships across all of our campuses.

---

# Welcome from the Provost

On behalf of the University, I warmly welcome your interest in the Dean position with the School of Nursing and Midwifery within the Office of the Provost.

We believe this position represents an exciting opportunity for an outstanding and transformational academic leader to join a dynamic and growing School.

The Dean position is a key leadership role within the University and is responsible for the strategic management and performance of the school's teaching, research and engagement activities. This position will lead the continuing growth in student revenue and research income building on the schools international reputation for the quality of its scholarship and its graduates.

The successful candidate should bring an outstanding record of international achievement in academia, a breadth of academic vision, strategic thinking, and demonstrable experience leading and inspiring teams in an innovative academic environment. They will ensure the School continues to excel in the areas of teaching, research, planning, finance and people management. They will be an inspiring leader with the ability to build strategic relationships both domestically and internationally with key external partners, ranging from local communities to industry and government.

I would be pleased to discuss this opportunity with you.

Professor Robert Pike  
Provost

---

# Overview of La Trobe University

The lands on which La Trobe's campuses are located belong to Traditional Owners across multiple language groups who have observed a rich array of cultural traditions over many tens of thousands of years. We acknowledge and pay our respects to the Traditional Owners and their elders, past and present.

La Trobe's vision and global position today is deeply connected to the strength of our past. Established with the mission of serving Victoria's growing community in Melbourne's North, and expanding more deeply into the regions over ensuing years, La Trobe is Victoria's only genuinely state-wide university. Our campus network plays a vital role in the future of local communities, increasing access to higher education and research and facilitating strong partnerships with schools, TAFE, local government and industry.

Through its history, our university has always had a strong sense of social justice and public engagement, undertaking teaching and research that is highly relevant to our community, and to the Asia- pacific region.

The global impact of our teaching, research and resource use has been internationally recognised. We are ranked in the top 100 globally for our contribution to the UN Sustainable Development Goals.

Domestically, we enrol more Australian students from equity groups than the national average, alongside international students from 120 countries around the world. A quarter of our students have a regional, rural or remote background and almost half of our students are the first in their family to study at university.

This makes us one of the most accessible and diverse universities in Australia. At the same time, we are ranked in the top 300 of universities globally. No other Australian university combines equity and social impact with globally recognised excellence as well as La Trobe.

Whilst our history is strong, our vision and ambition for the future is clear.

We are currently undertaking the most comprehensive redevelopment of a university campus ever attempted in Australia. Our goal is to throw our Bundoora campus open to the community and to create a thriving 'city' in which the community can live, work, play and learn. We aim to attract industry to co-locate with us for mutual benefit, so that we can find solutions together and expand opportunities for our students and researchers. This is our University City of the Future.

We have focused our research investment on our strengths in sustainable food and agriculture; resilient environments and communities; social change and equity; healthy people, family and communities; and understanding and preventing disease. We use our campuses, especially at Bundoora, to attract industry partners to work with us, especially in food and agriculture, digital technologies and health, sport, and wellbeing.

In our teaching and curriculum, we offer an education that is relevant and grounded in real world learning and codesigned to meet industry and community needs. La Trobe boasts one of the largest proportions of health students of any university in Australia. We offer our students maximum flexibility of how and where they learn, the opportunity to design their programs of study around their interests and talents and provide tailored support to ensure their success. We partner with employers to provide our students with the opportunity to apply their learning in a work setting so that they are better prepared to enter the workforce. Approximately 90 per cent of our undergraduates find employment within four months of graduating and we are first in Victoria and third in Australia for employer satisfaction with our graduates.

---

We will continue to partner with universities globally that share our commitments to making a difference through the real-world impact of education and research.

The benefits our university will bring well into the future are real.

## Overview of the School of Nursing and Midwifery

Based in Bundoora, the School of Nursing and Midwifery at La Trobe is one of the oldest tertiary nursing schools in Australia, evolving from the College of Nursing Australia and Lincoln Institute of Health Sciences. Celebrating its 50th anniversary in 2024, the School has a long history of educating high quality nurses and midwives. We also undertake world-leading research.

Our goal is to improve community health and wellbeing locally, nationally and internationally, by producing outstanding graduates, and research outcomes, that set best practice in the disciplines of nursing and midwifery.

We also recognise our role in promoting global health outcomes and maintaining a strong international footprint. Our students are encouraged to engage internationally through a variety of placements and mobility programs. Our staff offer professional training through partnerships that build clinical knowledge and foster a lifelong desire for learning. We also have several key education and research partnerships in Singapore, Indonesia, Brunei, Mauritius, Macau, Sweden, and Canada.

### EDUCATION OFFERINGS

The School offers a large suite of highly-regarded nursing and midwifery programs designed to foster lifelong learning, as well as a number of short course offerings. Formal programs include:

#### Undergraduate Programs

- Bachelor of Nursing
- Bachelor of Nursing/Bachelor of Midwifery
- Bachelor of Nursing/Bachelor of Psychological Sciences

#### Postgraduate Programs

- Graduate Diploma of Midwifery
- Graduate Diploma in Child, Family and Community Nursing
- Master of Nursing with many specialisations
- Master of Nursing (Nurse Practitioner)
- Master of Midwifery Practice

#### Graduate Research Degrees

- Master of Nursing (Research)
- Master of Philosophy
- Doctor of Philosophy
- Doctor of Nursing (Professional Doctorate)
- Doctor of Midwifery (Professional Doctorate)



---

## CLINICAL SCHOOL MODEL

The School of Nursing and Midwifery operates a unique clinical school model aimed at ensuring our undergraduate students are well socialised into health services and ready for clinical work prior to graduation. Unlike other nursing schools, we have dedicated university teaching space on site at four key Melbourne metropolitan health services (Alfred Health, Austin Health, Melbourne Health and Northern Health) where students in their final years learn.

The clinical schools enable students to have the opportunity to spend the majority of their final year on site at a major Melbourne metropolitan hospital for their teaching and learning, which is conducted in close partnership with the health service and their nursing staff and leaders. This approach aims to reduce the transition that comes with the move to working as a new graduate, helping our students to make smooth transitions to their professional working lives. Having academic staff based on site also facilitates close support for all La Trobe students undertaking clinical placements in the health service and their facilitators, enhancing the education experience.

## RESEARCH

The School of Nursing and Midwifery has a world-class research profile with six key research focus areas. All academic staff are expected to align with at least one of these:

- Nursing and Midwifery Workforce
- Children and Families
- Ageing and Chronic Illness
- Mental Health
- Research in Education and Practice
- Digital Health

The School of Nursing and Midwifery is also home to two highly regarded research centres. The Judith Lumley Centre and the Australian Institute of Primary Care and Ageing play a strong role in our research success and impact.

### **Australian Institute of Primary Care and Ageing (AIPCA)**

Through research, consultancy and educational activities, the Australian Institute for Primary Care and Ageing promotes quality improvement and consumer driven, evidence-based practice in all areas of primary health, community health and aged care. Our goal is to make a significant, positive and enduring impact on the way health, community and aged care is delivered and accessed.

### **Judith Lumley Centre (JLC)**

Judith Lumley Centre staff conduct interdisciplinary, applied research to improve the health and wellbeing of women, children and families. The Centre leads research in Aboriginal and Torres Strait Islander family health; breastfeeding; child, family and community health; mother and infant health and maternity services; reproductive health and planned parenthood; preventing and reducing violence against women and children; transition to contemporary parenthood - preparation and support; and work and family.



---

# La Trobe Strategic Plan 2020 - 2030

Our [Strategic Plan 2020 – 2030](#) has been written in the context of the COVID-19 pandemic.

That event has shaken the world, and its tremors have extended to Australia's higher education system, including La Trobe. We need to respond comprehensively and positively, ensuring that our actions equip our university to surmount current difficulties and remain sustainable, valued and relevant as the world returns to normalcy. This Plan sets out the University's vision and strategies for the coming ten years.

Our university known for making a positive difference in the lives of our students, partners and communities. We will become an even more valued and relevant university because of the way we respond to their needs in this time of great local and national crisis.

Our aim is to emerge as a more resilient, future-focused and necessarily more efficient institution that will thrive in a post-COVID world by being more sharply focused on the needs of our community, and by playing to our strengths in teaching and research. The Strategic Plan is a living document that we will review periodically to ensure it remains relevant to our circumstances.

## Our values

Our early reputation as a radical and challenging institution continues to influence the way we enrich the experience of our students and engage with our partners and communities.

We continue to support access, diversity and inclusivity while undertaking world-class research that aims to address the global forces shaping our world and make a difference to some of the world's most pressing problems, including climate change, securing food, water and the environment, building healthy communities, and creating a more just and sustainable future.

This approach is based on our values of:

- inclusiveness, diversity, equity and social justice
- pursuing excellence and sustainability in everything we do
- championing our local communities in Melbourne's north and regional Victoria
- being willing to innovate and disrupt the traditional way of doing things.

We are committed in achieving gender equality in all our operations. This includes, removing barriers to the career progression of women, transgender and gender non-binary staff, and increasing gender diversity in senior roles. We signed up to the Athena SWAN Charter in 2015 and received a SAGE Bronze Institutional Award in 2019.

## Our Culture

### La Trobe Cultural Qualities

Our cultural qualities underpin everything we do. As we work towards realising the strategic goals of the University, we strive to work in a way which is aligned to our four cultural qualities:



#### **We are accountable**

*We strive for excellence in everything we do. We hold each other and ourselves to account, and work to the highest standard.*



#### **We are connected**

*We connect to the world outside – the students and communities we serve, both locally and globally*



#### **We are innovative**

*We tackle the big issues of our time to transform the lives of our students and society.*



#### **We care**

*We care about what we do and why we do it. We believe in the power of education and research to transform lives and global society. We care about being the difference in the lives of our students and communities*

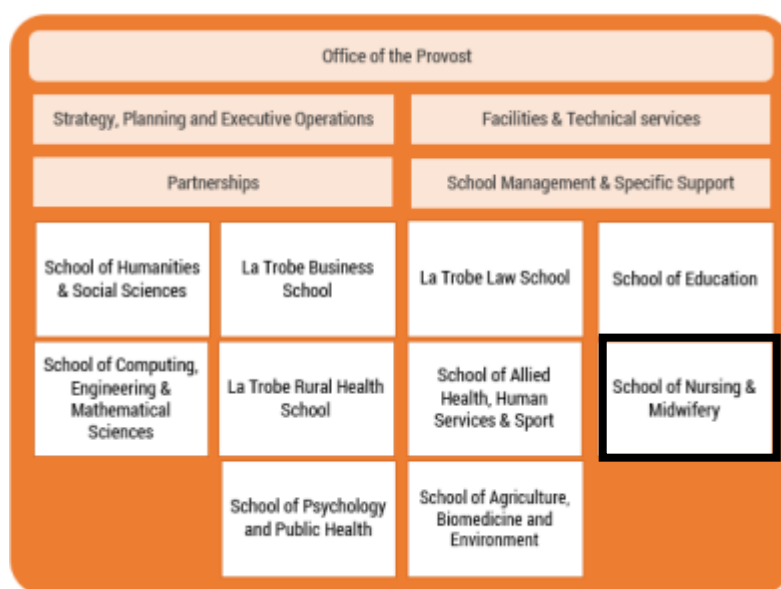
# Office of the Provost, School Structure

The Office of the Provost was established in January 2022 in response to the University's Strategic plan 2020-2030.

The Office of the Provost is responsible for providing academic leadership to the 10 schools and 22 departments across La Trobe's multi-campus operations, offering general and specialist undergraduate, postgraduate and higher degree research courses.

The Office of the Provost is accountable for:

- Oversight of the development of School strategic and business plans, and accountability for the achievement of their respective strategic plans
- Ownership of the coursework portfolio, it's viability and disciplinary strategic direction
- Oversight of coursework load and performance KPIs
- Accountable for the academic leadership, culture and performance of the academic workforce
- Academic leadership in industry placement and design
- Operational leadership of professional services including:
  - Strategy, Planning and Executive Operations
  - Facilities and Technical Services
  - Placement and Work Based Learning Operations
  - Domestic and Transnational Education Operations
  - Health Services Operations
  - Widening Participation, Schools Outreach and Enabling Programs
  - School Professional Services



---

# About the Position

- Establishing the vision for the School within the context of the University strategy and the other Schools
- Leading the development and implementation of the School's strategy and business plans to ensure that the School delivers on agreed KPIs and MPIs
- Ensuring the strategic objectives, business plans and activities of the School are aligned to those of the broader University.
- Implementing quality assurance, regulatory and policy compliance, and continuous improvement initiatives, to enhance all aspects of the School's activities.

## External engagement

- Actively representing, advocating for and promoting the School, its disciplines and the University to enhance their reputation locally, nationally and internationally.
- Building and maintaining relationships with relevant professions and professional bodies.

## Learning and teaching, course portfolio and student experience

- Accountable for achieving, monitoring and assuring high standards of quality in teaching and learning and student experience as indicated by student feedback (including QILT results), retention rates and graduate outcomes and devising and implementing measures to drive continued improvement.
- Ensuring that the School's portfolio of award and non-award courses and subjects is viable and cost-effective, responds to the University's portfolio strategy, maximises opportunities for collaboration between Schools and for students to study across disciplines, anticipates opportunities for growth in student and funder demand, and is attractive and relevant to students and employers.
- Leading and maintaining liaison with external professional bodies to gain and maintain professional accreditation of professional School courses.

## Research, industry engagement and research training

- Building research partnerships and collaboration (including commercial opportunities) with industry and government.
- Leading a supportive research training environment that encompasses mentoring of early career researchers.
- Ensuring that the School has an effective strategy to grow global partnerships and attract international research students.
- Driving sustained and significant research performance through demonstrated research productivity, mentoring and leadership.

## Leadership and management of staff and personal leadership

- Providing engaging and inspiring leadership to School staff that:
  - drives a shared commitment to achieving quality outcomes and the La Trobe Cultural Qualities,
  - delivers effective outcomes and
  - communicates the strategic objectives of the School.
- Working closely with the Provost and Deputy Provost, and through the School leadership, leading all elements of academic staffing, capability, performance and culture, including academic workforce planning, academic workload planning, recruitment, induction, mentoring, skills and leadership development, performance

---

management and Career Success, promotion, retention, succession planning, and improving the quality of teaching and learning and research.

- Playing an active leadership role across the University including as a member of the Senior Leadership Group and personally modelling and championing the La Trobe Cultural Qualities.

### **Leadership and management of financial resources**

- Working with the Chief Finance Officer, Provost and School leadership to prepare the annual School budget and then manage, oversee and be accountable for the expenditure of the allocated budget.
- Engaging with portfolio leads, the Provost, and other relevant colleagues and partners to ensure effective marketing of the School's course portfolio and achieving the School's load, revenue and margin targets.
- Developing initiatives and coordinating measures to obtain and generate income from internal and external sources and oversee the disbursement of such funds.

### **Essential Criteria**

#### **Skills and knowledge required for the position**

- A doctoral qualification or equivalent in a related relevant discipline and an outstanding record of scholarly activity encompassing a substantial publication record, national and international research profile/collaborations and external research funding.
- Extensive skills and experience in the leadership of quality teaching at undergraduate and postgraduate levels, aligned with one or more fields of education within the School.
- Ability to lead and manage the School's performance in areas of teaching, planning and research and industry engagement, partnerships, planning, finance, people and culture and people management.
- Proven ability to develop and implement strategy for an academic unit of significant complexity and scale within the context of University strategy.
- Significant knowledge and skills in financial management, and budgetary planning and control.
- Demonstrated capacity to lead and manage academic and administrative staff groups, research and course offerings, in a complex higher education organisation.
- Ability to exercise executive leadership in areas of problem-solving and negotiation.
- Ability to work effectively with stakeholders and colleagues across divisions to meet regulatory and policy requirements and to achieve continuous improvement in university operations.
- Demonstrated entrepreneurial skills and ability to build strong relationships with external stakeholders and relevant industry partners and provide leadership in the community.
- Proven experience and success in managing staff performance and development.

#### **Capabilities required to be successful in the position**

- Ability to develop and articulate a vision for the School, develop and operationalise strategy, adapt quickly to disruption and actively contribute to a healthy culture to successfully navigate change – implementing recommended improvements to organisational practice.
- Demonstrated commitment to reflective practice and self-development, identifying and challenging own biases, responding to others with empathy and accurately

- 
- reading and responding to organisational, political and social dynamics.
  - Ability to inspire and motivate others towards shared objectives, actively facilitate communication and two-way feedback across the University and create a safe, inclusive, high-performing team culture – welcoming collaboration and consistently modelling and enabling accountability, connection, innovation and care.
  - High level attention to detail, judgement and discretion coupled with outstanding interpersonal and group communication skills

### **Essential Compliance Requirements**

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working with Children Check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

### **Other Information**

The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

### **Position Flexibility**

La Trobe University is committed to providing a diverse, inclusive and respectful working environment for all staff. We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

### **Why La Trobe:**

- Develop your career at an innovative, global university where you'll collaborate with community and industry to create impact.
- Enjoy working on our inspiring and stunning campuses – the perfect hub for industry, students and academics
- Help transform the lives of students, partners and communities now and in the future

This is more than just a job. Working at La Trobe offers opportunities to demonstrate excellence and transform lives.

Here, you'll join exceptional people, partners and communities, who power our operations with ambition and purpose.

We are forward-looking and culturally inclusive. We continuously review, improve and transform our processes to embrace new, flexible approaches. That means you'll always have the opportunity to succeed and make a difference.

---

# How to Apply

All applications should be submitted via [www.latrobe.edu.au/jobs](http://www.latrobe.edu.au/jobs)

When submitting your application, the following information is required:

## Curriculum Vitae

Please include the following:

- Details of your education, professional training and qualifications with year of completion.
- A full list of publications and research grants.
- Positions you have held, including relevant dates, titles, responsibilities and key achievements.
- Other relevant information such as your contributions to professional associations and learned societies, and community activities.

## Vision Statement

Taking the selection criteria into consideration, provide a brief summary of what you will bring to this position (no more than four pages), taking into account your experience and achievements, your vision for the role and for the portfolio, and the processes you would use to implement this.

## Referees

- Provide full contact details for at least three referees who have agreed to supply confidential references if requested by the University.
- State your relationship to the referees and why they have been nominated to speak on your behalf.
- Referees will only be contacted after prior consultation with you.
- It is your responsibility to ensure referees are willing to provide reports when contacted.

## Indicative Commencement Date

Candidates are asked to provide an indication of the earliest date on which they would be available to commence in the position.

As part of the application and appointment process, candidates may be requested to provide proof of their identity, undergo psychometric testing and give permission for verification of their tertiary qualifications and an Australian Federal Police check.

All La Trobe University employees are bound by the Working with Children Act 2005. If you are successful, you will be required to hold a valid Victorian Employee Working with Children Check prior to commencement.

# About Victoria and Melbourne

## Experience Melbourne

Melbourne is the capital of the state of Victoria, and Australia's second largest city. It's a multicultural hub with 4.5 million people from more than 153 countries, it's one of the best sporting cities in the world, and it is Australia's art and culture capital.

Melbourne is a safe, well-serviced city in which to live and the main campus of the University at Bundoora is close to many world-class hospitals, schools, research centres, shopping centres, bike paths and parklands. People living in Melbourne enjoy affordable healthcare, world-class education, reliable infrastructure, business opportunities and a healthy environment – all of which are unrivalled anywhere else in the world. You'll find the world's masterpieces on the walls of the



---

city's 100 plus galleries and some of the world's best examples of street art along its famous laneways. Melbourne's theatres and live venues stage blockbuster productions, international and local opera, ballet, comedy and live music by some of the world's most popular artists. Melbourne is also a UNESCO City of Literature.

When it comes to sport, Melbourne is a city like no other. Each year, the city hosts major international sporting events like the Australian Open Grand Slam tennis tournament, the Formula One Grand Prix, the Rip Curl Pro surfing championship, the Australian Masters golf tournament and the Melbourne Cup (horse racing). The city also hosts the Grand Final of Australian Rules Football every year, which includes a parade in the city.

Melburnians love their food. Many of the world's top chefs have set up in Melbourne and you'll find just about every cuisine on the planet here: French, Italian, Spanish, Greek, Chinese, Malaysian, Indian, Thai, Japanese, Moroccan and plenty more.

More than 2500 festivals and events are held in Victoria throughout the year. Major events in the city include the Melbourne International Arts Festival, Melbourne International Film Festival, Melbourne International Comedy Festival and the Melbourne Spring Racing Carnival.

**Find out more: [liveinmelbourne.vic.gov.au/discover](http://liveinmelbourne.vic.gov.au/discover)**

### **Victoria: The Garden State**

Victoria is Australia's smallest mainland state – at 227 416 square km, it is about the same size as the United Kingdom. Once known as 'the garden state', it has many notable gardens and 36 national parks covering two and a half million hectares. Among the State's many attractions are the Great Ocean Road, where you'll see stunning coastal views and the world-famous Twelve Apostles, the Grampians and the High Country.

**Find out more: [visitvictoria.com](http://visitvictoria.com)**