



POSITION DESCRIPTION

School of Social and Political Sciences
Faculty of Arts

Senior Lecturer/Associate Professor in Public Policy

POSITION NO	0046057
CLASSIFICATION	Level C/D
SALARY	Level C: \$120,993 - \$139,510 p.a. Level D: \$145,685 - \$160,500 p.a. Level of appointment is subject to qualifications and experience
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full-time
BASIS OF EMPLOYMENT	Continuing
OTHER BENEFITS	http://about.unimelb.edu.au/careers/working/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 Karen Farquharson Tel +61 3 9035 6220 Email karen.farquharson@unimelb.edu.au OR Professor Robyn Eckersley Tel +61 3 8344 3504 Email r.eckersley@unimelb.edu.au <i>Please do not send your application to these contacts</i>

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

Position Summary

The School of Social and Political Sciences is at the forefront of teaching and research in the social sciences in Australia. The School has a team of dedicated academic and professional staff in the disciplines of Political Science, Criminology, Anthropology and Development Studies, and Sociology as well as allied research centres, such as the Melbourne School of Government, providing a dynamic and rewarding environment for staff and students.

The Senior Lecturer/Associate Professor in Public Policy will be located in the Discipline of Political Science and will bring internationally recognised expertise, outstanding research and scholarship, innovative teaching methods, and exceptional engagement and outreach skills. The successful applicant will have a demonstrated track record in national and/or international competitive research funding and will be expected to make a significant contribution to the research reputation of the School. They will also supervise research theses in the honours, postgraduate diploma, coursework masters, and research higher degree programs. The incumbent will teach into, and contribute to the curriculum development of, the Master of Public Policy and Management and may also teach public policy subjects in the Undergraduate Major in Politics and International Studies. As a member of a very collegial group of public policy and governance scholars, the incumbent will contribute to the intellectual life of the Discipline of Political Science and the School. The incumbent will also participate in engagement activities on behalf of the Discipline, the School and the broader university, and engage with a range of external interests and partners through the School.

1. Key Responsibilities

1.1 TEACHING

- ▶ A portfolio of teaching relevant to the School's Master of Public Policy and Management, and possibly the Faculty's PhD workshop series and the Melbourne Consulting and Custom Programs;
- ▶ Preparation and delivery of lectures, tutorials and seminars as appropriate and in line with Faculty of Arts minimum thresholds for teaching satisfaction;
- ▶ Initiation, development and review of subject material at the postgraduate level;
- ▶ Consultation with students;
- ▶ Marking and assessment;
- ▶ Administrative tasks associated with the subjects taught;
- ▶ Program and subject coordination;
- ▶ Supervision of honours students and postgraduate coursework students as required.

1.2 RESEARCH

- ▶ The conduct of research leading to high quality publications in leading internationally refereed journals in line with the Faculty of Arts minimum expectations;
- ▶ Winning competitive research funding;
- ▶ Participation in the research activities of the discipline;
- ▶ Supervise research higher degree students.

1.3 ENGAGEMENT

- ▶ Engagement and cultivation of close links with key stakeholders;
- ▶ Involvement in professional activity, including participation in meetings of professional societies;
- ▶ Development of strong links with government and non-government organisations locally and abroad.

1.4 SERVICE

- ▶ Provide leadership in the discipline of Political Science and within the School more generally, including in curriculum development;
- ▶ Meetings and committee work within the School and the wider university community, as appropriate.

2. Selection Criteria

2.1 ESSENTIAL

SENIOR LECTURER

- ▶ A completed PhD or other equivalent degree in Political Science or a closely allied discipline;
- ▶ Demonstrated record of research and scholarly publication in Public Policy;
- ▶ Demonstrated record of attracting competitive research grants;
- ▶ Demonstrated excellence in teaching Public Policy at the tertiary level, demonstrated capacity to teach high enrolment postgraduate subjects and strong computer literacy in line with the University's commitment to e-teaching and e-learning;
- ▶ Demonstrated ability to develop curriculum, course design and innovation in the delivery of teaching and particularly in team teaching;
- ▶ Demonstrated ability to supervise higher degree, honours and postgraduate coursework degree theses;
- ▶ Demonstrated capacity to contribute to the intellectual culture of the School of Social and Political Sciences and ability to interact positively with academic and administrative staff.

ASSOCIATE PROFESSOR

- ▶ A completed PhD or other equivalent degree in Political Science or a closely allied discipline;
- ▶ Outstanding research record in Public Policy as demonstrated by international recognition and high quality publications;
- ▶ Proven ability to attract international and/or national competitive research funding;
- ▶ Proven ability for excellence and innovation in teaching and particularly in team-teaching, and strong computer literacy in line with the University's commitment to e-teaching and e-learning;
- ▶ Proven ability in creating and advancing a collegial environment within and between disciplines through positive interaction with academic and administrative staff and

demonstrated capacity to contribute to the intellectual culture of the School of Social and Political Sciences;

- ▶ Proven ability to attract and supervise higher degree research students to timely completion;
- ▶ Proven initiative in and commitment to identifying, collaborating and engaging with a wide range of external interests including public bodies, businesses, not-for-profits and communities on research and/or learning;
- ▶ Proven ability to create a high public profile and be influential with policy makers.

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 University's People Strategy 2015-2020 and policies that address 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 Growing Esteem.

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:

<http://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://arts.unimelb.edu.au/ssps>

The School of Social and Political Sciences is at the forefront of teaching and research in the social sciences in Australia. We have a team of dedicated academic and professional staff in the disciplines of Political Science, Criminology, Anthropology, Development Studies and Sociology as well as our allied research centres providing a dynamic and rewarding environment to further your studies.

The School offers a wide range of courses and programs in areas including criminology, development studies, international studies, political science, public and social policy, socio-legal studies, anthropology and sociology. Our courses are concerned with how we make sense of the world in which we live, the current challenges we face and how both Australian and international political, legal and social institutions ought to respond to complex problems which face us in an era of globalisation and rapid social change.

Our students move on to careers in a wide range of areas including local, state and federal government, non-governmental organisations, the media, education, justice, and further academic research.

Further information is available at <http://ssps.unimelb.edu.au>.

5.2 BUDGET DIVISION

<http://arts.unimelb.edu.au/>

The Faculty of Arts is at the forefront of teaching and research in the languages, humanities and social sciences fields in Australia and in many cases internationally. Founded in 1853, the Faculty of Arts is one of Australia's oldest and largest faculties with approximately 400 staff and 8000 students engaged in over 900 subjects in more than 40 areas of study. As Australia's premier Arts faculty, it aims to provide an exciting, high-quality intellectual environment that will attract the best students and staff across a wide range of disciplines.

The Faculty of Arts maintains strong connections with leading international universities through research collaborations and student exchange programs, and nurtures relationships with government, not-for-profit and private organisations through student internship placements, research projects and community engagement.

As well as housing the Graduate School of Humanities and Social Sciences, the Faculty of Arts also comprises five academic schools:

- ▶ Asia Institute
- ▶ School of Culture and Communication
- ▶ School of Historical and Philosophical Studies
- ▶ School of Languages and Linguistics
- ▶ School of Social and Political Sciences

Our students and staff are supported by business units within the Faculty including:

- ▶ The Office of the Dean and Faculty Executive Director
- ▶ The Academic Support Office
- ▶ The Strategy, Planning and Resources Unit
- ▶ The External Relations Unit
- ▶ The Research Office
- ▶ The Human Resources Office

For more information on the Faculty please see www.arts.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 GROWING ESTEEM, THE MELBOURNE CURRICULUM AND RESEARCH AT MELBOURNE: ENSURING EXCELLENCE AND IMPACT TO 2025

Growing Esteem describes Melbourne's strategy to achieve its aspiration to be a public-spirited and internationally-engaged institution, highly regarded for making distinctive contributions to society in research and research training, learning and teaching, and engagement. <http://about.unimelb.edu.au/strategy-and-leadership>

The University is at the forefront of Australia's changing higher education system and offers a distinctive model of education known collectively as the Melbourne Curriculum. The new educational model, designed for an outstanding experience for all students, is based on six broad undergraduate programs followed by a graduate professional degree, research higher degree or entry directly into employment. The emphasis on academic breadth as well as disciplinary depth in the new degrees ensures that graduates will have the capacity to succeed in a world where knowledge boundaries are shifting and reforming to create new frontiers and challenges. In moving to the new model, the University is also aligning itself with the best of emerging European and Asian practice and well-established North American traditions.

The University's global aspirations seek to make significant contributions to major social, economic and environmental challenges. Accordingly, the University's research strategy *Research at Melbourne: Ensuring Excellence and Impact to 2025* aspires to a significant advancement in the excellence and impact of its research outputs.

<http://research.unimelb.edu.au/our-research/research-at-melbourne>

The strategy recognises that as a public-spirited, research-intensive institution of the future, the University must strive to make a tangible impact in Australia and the world, working across disciplinary and sectoral boundaries and building deeper and more substantive engagement with industry, collaborators and partners. While cultivating the fundamental enabling disciplines through investigator-driven research, the University has adopted three grand challenges aspiring to solve some of the most difficult problems facing our world in the next century. These Grand Challenges include:

- ▶ Understanding our place and purpose – The place and purpose grand challenge centres on understanding all aspects of our national identity, with a focus on Australia's 'place' in the Asia-Pacific region and the world, and on our 'purpose' or mission to improve all dimensions of the human condition through our research.
- ▶ Fostering health and wellbeing – The health and wellbeing grand challenge focuses on building the scale and breadth of our capabilities in population and global health;

on harnessing our contribution to the 'convergence revolution' of biomedical and health research, bringing together the life sciences, engineering and the physical sciences; and on addressing the physical, mental and social aspects of wellbeing by looking beyond the traditional boundaries of biomedicine.

- ▶ Supporting sustainability and resilience – The sustainability and resilience grand challenge addresses the critical issues of climate change, water and food security, sustainable energy and designing resilient cities and regions. In addition to the technical aspects, this grand challenge considers the physical and social functioning of cities, connecting physical phenomena with lessons from our past, and the implications of the technical solutions for economies, living patterns and behaviours.

Essential to tackling these challenges, an outstanding faculty, high performing students, wide collaboration including internationally and deep partnerships with external parties form central components of Research at Melbourne: Ensuring Excellence and Impact to 2025.

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