



LA TROBE
UNIVERSITY



College of Science, Health and Engineering

EXECUTIVE POSITION

Information for Candidates

Contents

Welcome from the Provost,
College of Science, Health
and Engineering / **3**

About La Trobe University / **4**

About the College of Science,
Health and Engineering / **5**

About the La Trobe Rural
Health School / **7**

About the Position / **8**

How to Apply / **10**

About Victoria and Melbourne / **11**



Welcome from the Provost, College of Science, Health and Engineering

On behalf of the University, I warmly welcome your interest in the position of Dean and Head of the La Trobe Rural Health School. We believe this position represents an exciting opportunity for an outstanding and transformational academic leader to join a dynamic and growing School.

The Dean and Head of School 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 La Trobe Rural Health School is creating and strengthening the future health workforce of regional and rural Australia and encompasses a broad range of disciplines: Dentistry, Exercise Physiology, Exercise Science, Health Sciences, Midwifery, Nursing, Occupational Therapy, Oral Health, Paramedicine, Physiotherapy, Social Work and Speech Pathology.

Candidates with a background in one of the above areas would be particularly welcome.

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
College Provost

About La Trobe University

Our Mission

Advancing knowledge and learning to shape the future of our students and communities.

Our Vision

To promote positive change and address the major issues of our time through being connected, inclusive and excellent.

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 were founded half a century ago to broaden participation in higher education in Melbourne's north and, later, in regional Victoria. We have succeeded for many thousands of students who would otherwise have been excluded from the opportunities provided by a university education.

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.

Of all Australian universities, we are the most successful at combining accessibility and excellence, and have become a place where social inclusion and globally recognised excellence come together for the benefit of our students, our staff and our communities.

Our academics and researchers achieve national and international recognition, our public intellectuals demonstrate an enduring social conscience and influence, and our alumni achieve extraordinary success and impact in government, industry and not for profit organisations.

We strive to be exemplars for the sector in our commitment to gender equity and to inclusivity for marginalised groups; and we work with Indigenous peoples and organisations to support their social, cultural and economic aspirations.

We embrace sustainable practices across all our campuses because we are committed to improving environmental, social and economic outcomes for our communities.

We contribute to economic development for our local communities, and our future activity will increasingly be international as we become a globally connected university in everything we do.

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:



Connected

- We are Connected: Connecting the students and communities we serve to the world outside



Innovative

- We are Innovative: Tackling the big issues of our time to transform the lives of our students and society



Accountable

- We are Accountable: Striving for excellence in everything we do. Holding each other to account, and working the highest standards



Care

- We Care: We care about what we do and why we do it, because we believe in the power of education and research to transform lives and global society.

About the College of Science, Health and Engineering

The College of Science, Health and Engineering contains 9 schools and 19 departments working across La Trobe's multi-campus operations, offering general and specialist undergraduate, postgraduate and research higher degree courses.

Our world-leading staff are dedicated to achieving significant educational and research outcomes in their fields. Our degrees are linked to emerging trends and are designed to prepare students for work in changing environments. We deliver a wide range of general and specialist courses that challenge students to expand their life and learning experiences.

We are engaged in both regional and metropolitan communities, with our courses offered across the Albury-Wodonga, Bendigo, Bundoora, Melbourne City, Mildura, Shepparton and Sydney campuses.

Our students have access to world-renowned research facilities including the A\$100 million La Trobe Institute for Molecular Science (LIMS) and the A\$288 million Centre for AgriBioscience.

Our world-class researchers work in collaboration with industry partners and multiple disciplines across the university to deliver significant research outcomes across five thematic areas:

- Building healthy communities
- Securing food, water and the environment
- Sport, exercise and rehabilitation
- Transforming human societies
- Understanding disease.



Our researchers work in an environment which encourages innovative solutions and opportunities for research breakthroughs across important scientific and social issues. They hold significant strength and expertise in:

- Environment
- Rehabilitation and Exercise
- Brain, Mind and Behaviour
- Food and Agriculture
- Infection, Immunity and Cancer Research.



School	Department
La Trobe Rural Health School	Rural Department of Allied Health Rural Department of Community Health Rural Department of Nursing and Midwifery Department of Dentistry and Oral Health
School of Allied Health, Human Services and Sport	Department of Physiotherapy, Podiatry and Prosthetics and Orthotics Department of Dietetics, Human Nutrition and Sport Department of Occupational Therapy, Social Work and Social Policy Department of Speech Pathology, Orthoptics and Audiology
School of Applied Systems Biology	Nil
School of Cancer Medicine	Nil
School of Engineering and Mathematical Sciences	Department of Computer Science and Information Technology Department of Engineering Department of Mathematics and Statistics
School of Life Sciences	Department of Animal, Plant and Soil Sciences Department of Ecology, Environment and Evolution Department of Physiology, Anatomy and Microbiology
School of Molecular Sciences	Department of Biochemistry and Genetics Department of Chemistry and Physics Department of Pharmacy and Biomedical Science
School of Nursing and Midwifery	Nil
School of Psychology and Public Health	Department of Public Health Department of Psychology and Counselling

About the La Trobe Rural Health School

Strategic Intent

- To be recognised nationally and internationally as Australia's pre-eminent rural health school.
- To be known for high-quality, distinctive, high-demand rurally-based health professional training programs that produce graduates who are highly valued by employers.
- To be seen as a leading provider of graduates from rural and regional backgrounds who go on to work in, and further strengthen rural and regional communities in Victoria and elsewhere.
- To be a vital resource to rural and regional communities through provision of high-quality health-professional education, and research that translates into meaningful improvements in rural and regional wellbeing.
- To strengthen La Trobe University's presence and influence in its regional communities, by being the partner of choice for education and research endeavours.

The La Trobe Rural Health School is the largest rural health school in Australia with more than 3000 students and offers courses in 11 health disciplines: Dentistry, Exercise Physiology, Exercise Science, Health Sciences, Midwifery, Nursing, Occupational Therapy, Oral Health, Paramedicine, Physiotherapy, Social Work and Speech Pathology across La Trobe's regional campuses at Albury-Wodonga, Bendigo, Mildura and Shepparton.



These well-established courses, expert staff and purpose-built facilities bring world-class health education to regional Victoria and ensures graduates are highly regarded in their respective industries.

The La Trobe Rural Health School strives to improve health and wellbeing by working locally and thinking globally and is organised into four departments and two research centres:

- Rural Department of Allied Health;
- Rural Department of Community Health;
- Rural Department of Nursing and Midwifery;
- Department of Dentistry and Oral Health;
- John Richards Centre for Rural Ageing Research;
- Violet Vines Marshman Centre for Rural Health Research.

The John Richards Centre for Rural Ageing Research seeks to develop and implement programs of research that make a difference to the wellbeing of a diverse range of older people living in rural communities.

The Violet Vines Marshman Centre for Rural Health Research supports research on and with rural communities on all aspects of health, wellbeing, and access to services.

In 2018, the La Trobe Rural Health School was awarded University Department of Rural Health (UDRH) status and has recently signed a Memorandum of Understanding with the other three Victorian UDRHs to support collaboration on clinical placement and research-related activities.

The La Trobe Holsworth Research Initiative has been recently established and aims to optimise function and performance for all individuals by addressing the global challenges of inactivity and chronic disease, and enabling sports people to perform better and compete more successfully. The Initiative will turbo-charge existing research strengths in exercise, physical activity and rehabilitation.

About the Position

The Dean and Head of School is a key leadership role within the University and is accountable to the College Provost for the strategic management and performance of the School's teaching, research and engagement activities. The incumbent provides support and advice to the College Provost and Vice-Chancellor on all matters relating to the School, and works closely with other Heads of School and University portfolio and division leaders.

The Dean and Head of School leads the School's staff and manages resources to achieve objectives aligned with the University's Strategic Plan and priorities, and the College's plans. The role is a key member of the College Executive and broader Senior Leadership Group. The position is based at the University's Bendigo campus.

Duties at this level may include:

Strategic leadership

- Ensure the strategic objectives and activities of the School are aligned to those of the College and the broader University.
- Collaborate with the College and University Executive in the generation of School strategic and business plans.
- Implement quality assurance and improvement initiatives with the goal of enhancing all aspects of the School's activities.
- Actively promote the School, to external bodies to enhance the reputation of the School and the University locally, nationally and internationally.
- Assurance of regulatory, professional body and policy requirements within the School.



Leadership and management of learning and teaching and the student experience

Accountable for achieving high standards of quality in teaching and learning as indicated by student feedback (including QILT results), retention rates and graduate outcomes by;

- Effectively monitoring the quality of teaching across the School and implementing improvement programs and initiatives.
- Monitoring student retention, satisfaction and success across the School and implementing improvement programs and initiatives where required.
- Leading the development of a strong teaching and learning culture within the School.
- Assuring the viability and relevance of subjects and courses and establishing new subjects and courses within the University's portfolio requirements.
- Coordinating all aspects of the management and administration of School teaching programs, including maintenance of quality improvement systems and processes.
- Fostering an excellent student experience by providing high standards of quality for the support and pastoral care of students.
- Leading and managing liaison with external professional bodies to gain and maintain professional accreditation of professional School courses.



Leadership and management of research and research training

Accountable for growing the research productivity of the School by;

- 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, and the recruitment of Higher Degree Research candidates
- 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 other resources

- Provide engaging and inspiring leadership to School staff that drives a shared commitment to achieving quality outcomes, delivers effective outcomes and communicates the strategic objectives of the School.
- Build the capability of the workforce by ensuring that the School leadership group utilises University tools and resources to support staff development, improve the quality of teaching learning and research, and manage difficult staffing matters or performance.
- Play an active leadership role on the College Executive, deputising for Associate PVCs and the College Provost when required
- Role model the University values and Cultural Qualities and cultivate workplace practices and behaviours that promote, support and maintain a safe, healthy, equitable, diverse and respectful workplace.
- Engage with the Chief Finance Officer, College Provost, College General Manager, and School leadership to prepare the annual School budget and then manage, oversee and be accountable for the expenditure of the allocated budget
- Develop initiatives and coordinate measures to obtain and generate income from internal and external sources, and oversee the disbursement of such funds.

Personal workload

- The Dean and Head of School is a full-time role but the incumbent will be supported in maintaining a research profile.

Selection Criteria

- A doctoral qualification or equivalent in a related relevant discipline (qualifications related to one of the discipline areas within the School will be highly regarded).
- An outstanding record of scholarly activity encompassing a substantial publication record, national and international research profile/collaborations and external research funding.
- Demonstrated capacity to lead and manage academic and administrative staff groups, research and course offerings, in a complex organisation.
- Ability to lead and manage the School's performance in areas of teaching, research, planning, finance and people management.
- 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.
- Extensive skills and experience in quality teaching at undergraduate and postgraduate levels, including curriculum development skills and experience in one of the discipline areas within the School.

How to Apply

All Applications should be submitted via **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.

La Trobe University is a proud member of the Science in Australia Gender Equity (SAGE) Athena SWAN program to increase the number of women in science.

www.science.org.au/supporting-science/gender-equity

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 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). Plus the city 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 lots 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

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