

Position description


 Greater together

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| Position title: | Senior Lecturer, Graduate Research |
| Institute/School/Centre/ Directorate/VCO: | Graduate Research School |
| Campus: | Mt Helen, Berwick or Gippsland. Travel between campuses may be required. |
| Classification: | Academic Level C |
| Time fraction: | Full-time |
| Employment mode: | Continuing employment |
| Probation period: | This appointment is offered subject to the successful completion of a probationary period. |
| Further information from: | <p>Professor Wendy Wright, Dean Graduate Research, Graduate Research School Telephone: (03) 5122 6854 Email: wendy.wright@federation.edu.au</p> <p>Or</p> <p>Professor Andrew Barton, Deputy Dean Graduate Research, Graduate Research School Telephone: (03) 5327 9329 Email: a.barton@federation.edu.au</p> |
| Recruitment number: | JR101077 |

Position summary

The Senior Lecturer, Graduate Research is an integral member of the Graduate Research School (GRS) with responsibilities for courses and curriculum, development and delivery of research training, broad administrative functions, while undertaking their own research and HDR supervision activities.

Appropriate to a Level C appointment, the Senior Lecturer, Graduate Research will be expected to:

- lead the development and delivery of research training and research supervision training for Higher Degree by Research Candidates and their supervisors;
- undertake research activities, including supervising HDR candidates; and
- contribute to the administrative functions of the Graduate Research School, particularly with respect to curriculum and course management.

Portfolio

Federation delivers applied research and innovation that drives the economic and social prosperity of our regions and the communities we serve in Australia and around the world. Our research is deeply integrated with our teaching and learning, providing students with opportunities to engage in research throughout their academic journey. We focus on cooperative partnerships, particularly regionally meaningful place-based partnerships with industry, government, and other relevant stakeholders to deliver research-informed solutions.

At Federation, we are reshaping the way we transform lives and enhance communities by adopting a co-operative (co-op) learning model across the University, TAFE and research – with strong industry partnerships and by preparing highly skilled future ready graduates.

Co-op is also increasingly embedded in research through our industry partnerships and strong global collaborations. In our Higher Degrees by Research (HDR) environment, co-op involves working with industry partners to co-design, co-supervise and co-fund HDR projects and provide opportunities for our HDR candidates to undertake research internships with industry. Federation's Graduate Research School has a long history of success in HDR industry partnerships, recently ranking #1 in Victoria and #5 nationally for the proportion of our HDR candidates engaged with industry, while also rated second in Australia, and first in Victoria for postgraduate employment rate.

Background

At Federation University, we are driven to make a real difference to the lives of every student, and to the communities we serve.

We are one of Australia's oldest universities, known today for our modern approach to teaching and learning. For 150 years, we have been reaching out to new communities, steadily building a generation of independent thinkers united in the knowledge that they are greater together.

Across our University and TAFE campuses in Ballarat, Berwick, Gippsland, and the Wimmera, we deliver world-class education and facilities. With the largest network of campuses across Victoria, we are uniquely positioned to provide pathways from vocational education and skills training at Federation TAFE through to higher education.

To be successful at Federation University you must be willing to enthusiastically embrace the University's ambition as expressed in the University Strategic Plan and share the University's values of:

INCLUSION, we celebrate our diversity, particularly valuing Aboriginal and Torres Strait Islander cultural heritage, knowledge and perspectives.

INNOVATION, we are agile and responsive to emerging opportunities.

EXCELLENCE, we act with integrity and take responsibility for achieving high standards.

EMPOWERMENT, we create a supportive environment to take informed risks in pursuit of success.

COLLABORATION, we establish genuine partnerships built on shared goals.

Key responsibilities

1. Provide leadership in developing, delivering, coordinating, and evaluating research training and research supervision training provided to higher degree by research candidates and their supervisors.
2. Contribute significantly to the academic leadership of the GRS around curriculum and course management and managing the GRS Supervisor Register.
3. As a key member of the GRS, contribute to the strategic planning activities of the GRS including attending and participating at GRS Board and School meetings; and representing the GRS as the Dean's nominee at University committees.
4. Managing routine communications with HDR students and supervisors regarding skills development and related opportunities within the GRS.
5. Act as the Complaints Officer for students of the GRS.
6. Contribute to the planning and oversight of research training events such as workshops, conferences, writing retreats and other HDR focused activities.
7. Make a significant contribution to research activity within the University including by supervising higher degree

by research candidates.

8. Other responsibilities applicable to a Level C academic under current minimum standards for Academic Levels, as assigned by the Dean, Graduate Research, or the Deputy Dean, Graduate Research.
9. Reflect and embed the University's strategic purpose, priorities and goals when exercising the responsibilities of this position.
10. Embed effective risk management practices to ensure continuous service delivery. Participate in training and exercises to remain prepared for potential disruptions.
11. Undertaking the responsibilities of the position adhering to:
 - the Staff Code of Conduct, Child Safe Code of Conduct, and Conflict of Interest Policy and Procedure;
 - Equal Opportunity and anti-discrimination legislation and requirements;
 - the requirements for the inclusion of people with disabilities in work and study;
 - Occupational Health and Safety (OHS) legislation and requirements; and
 - Public Records Office of Victoria (PROV) legislation.

Level of supervision and responsibility

The Senior Lecturer, Graduate Research will be expected to work independently in the conduct of research training activities, and assume a leadership role within the Graduate Research School in the areas of researcher training and graduate researcher development, and the academic components to course and curriculum management.

Position and organisational relationships

The Senior Lecturer, Graduate Research reports to the Deputy Dean, Graduate Research, while working collaboratively with the Dean, Graduate Research and the GRS's broader team of academic and professional staff.

Key selection criteria

Applicants must demonstrate they are able to undertake the inherent responsibilities of the position as contained in the position description and are able to meet the following key selection criteria:

Training and qualifications

1. A doctoral qualification is required.
2. A teaching qualification or willingness to undertake a Graduate Certificate in Education (Tertiary Education)
3. All academic positions delivering education and/or services to children (a child for this purpose is considered to be someone below the age of 18 years) in first-year undergraduate courses must hold a valid Employer Working with Children Check (WWCC) or hold a current registration with the Victorian Institute of Teaching (VIT).

Experience, knowledge and attributes

1. An understanding of the contemporary professional and educational issues related to graduate research.
2. Sound understanding of curriculum development and management, and the broader pedagogical, regulatory and policy environments within which courses are designed and managed.
3. Experience in delivering content in a multi-campus context across various stakeholder groups and via a Learning Management System such as Moodle.
4. Demonstrated commitment to, and enthusiasm for, research training and best practice HDR supervision.
5. The ability to engage and work effectively with colleagues within the School and across the University to support HDR candidates and their supervisors, and to promote graduate research at Federation University.
6. Demonstrated record of research at a national level.
7. A scholarly track record or interest in pedagogical approaches to research training and researcher development frameworks.
8. Demonstrated capacity to supervise higher degree by research candidates to completion.

9. Capacity to work independently, as well as part of a team.
10. University administrative experience, including participation on committees, working groups, and working with academic integrity and complaints processes.
11. Excellent interpersonal, oral and written communications skills and an ability to relate well to students and other University staff.
12. Knowledge and understanding of the needs, including learning needs, of a diverse range of HDR candidates and supervisors, including those with disabilities.
13. Demonstrated working knowledge and application of the Child Safety Standards.
14. Demonstrated knowledge and application of appropriate behaviours when engaging with children, including children with a disability and from culturally and/or linguistically diverse backgrounds.

The University reserves the right to invite applications and to make no appointment.

It is not the intention of the position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position. The aspects mentioned above may be altered in accordance with the changing requirements of the role.

Key Minimum Standards for Academic Levels (MSALs)

Teaching and research academic staff

Level C

A Level C academic will make a significant contribution to their research discipline at the national level. In research and/or scholarship and/or teaching they will make original contributions, which expand knowledge or practice in their discipline.

A Level C academic will normally make a significant contribution to research and/or scholarship and/or teaching and administration activities of an organisational unit or an interdisciplinary area at undergraduate, honours and postgraduate level. They will normally play a major role or provide a significant degree of leadership in scholarly, research and/or professional activities relevant to the profession, discipline and/or community and may be required to perform the full academic responsibilities of and related administration for the co-ordination of a large award program or a number of smaller award programs of the institution.

The standards are not exhaustive of all tasks in academic employment, which is by its nature multi-skilled and involves an overlap of duties between levels.

Federation University Australia
Union Enterprise Agreement
Academic and General Staff Employees
2023–2026