



POSITION DESCRIPTION

School of Computing and Information Systems
Melbourne School of Engineering

Lecturer or Senior Lecturer (Multiple Positions)

In line with the special measure H103/2014 provided for under section 12 of the Equal Opportunity Act 2010 (VIC), the Melbourne School of Engineering strongly encourages applications from suitably qualified female candidates.

POSITION NO	0044404
CLASSIFICATION	Lecturer (Level B) or Senior Lecturer (Level C). Level of appointment is subject to qualifications and experience.
SALARY	\$98,775 - \$117,290 p.a.(Level B) \$120,993 - \$139,510 p.a. (Level C)
SUPERANNUATION	Employer contribution of 17%
EMPLOYMENT TYPE	Full-time (continuing) positions
OTHER BENEFITS	http://about.unimelb.edu.au/careers/working/benefits
CURRENT OCCUPANT	New
HOW TO APPLY	Online applications are preferred. Go to http://about.unimelb.edu.au/careers , select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Professor Karin Verspoor Email: karin.verspoor@unimelb.edu.au <i>Please do not send your application to this contact</i>

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

Position Summary

The University of Melbourne is seeking dynamic academics with expertise in Computer Science or Information Systems. The School of Computing and Information Systems is an international research leader in computer science, information systems and software engineering. In this discipline, the School was ranked number 1 in Australia and 13th in the world in the 2016 QS World University Ranking exercise. The significant growth of the School is central to a bold 10-year strategy to transform the future of engineering and IT at the University of Melbourne and is a major initiative within the University's Growing Esteem strategy.

Expertise in the areas of health informatics/digital health, business information systems, software engineering, cybersecurity, or high-performance and distributed systems are of particular interest, but applicants whose work is aligned with any of the research groups in the School are encouraged to apply. You will be encouraged to collaborate in research within the School, the University, and industry and government agencies.

You will join an internationally recognised group of academics and make a significant contribution to the teaching, research and administration of the School of Computing and Information Systems. You will initially report to the Head of School or a delegate from amongst senior academics in the School.

You will be an aspiring leader in Computer Science or Information Systems research, with ambition to publish in high quality journals and conferences, mentor research students, and secure independent grant funding to support a program of research. You will be expected to develop a research portfolio. You will be expected to contribute to teaching in undergraduate and graduate programs within the School and take on administrative roles commensurate with the position.

The School of Computing and Information Systems is strongly committed to supporting diversity and flexibility in the workplace. Applications for part-time or other flexible working arrangements will be welcomed and will be fully considered subject to meeting the inherent requirements of the position.

The University plan seeks to increase the diversity of the workforce and the representation of women in areas they have been traditionally under-represented. Consistent with this the School is seeking to increase the representation of women in the academic workforce across engineering disciplines. Under a Special Measure, under Section 12 (1) of the Equal Opportunity Act 2010 (Vic) the School is seeking to lift the representation of women from 20% in 2014 to at least 25% over the next 5 years, and strongly encourages applications from suitably qualified female candidates.

1. Selection Criteria

1.1 ESSENTIAL

- ▶ A PhD in Computer Science, Information Systems, or equivalent;
- ▶ A relevant research track record as evidenced by research publications in high- quality journals, conferences, technical reports, or other scholarly publications;
- ▶ Potential to achieve the highest levels of scholarship;
- ▶ Demonstrated ability to perform independent research and a commitment to interdisciplinary research;
- ▶ Capacity to teach effectively across a range of subjects, including the capacity to develop and deliver seminars and lectures and contribute to other teaching activities;

- ▶ Excellent oral and written communication skills including the ability to build networks with industry partners and other researchers, both local and international;
- ▶ Demonstrated ability to work both independently and as part of a team in a professional and collegial manner, and to build rapport with all levels of staff within a diverse work environment.

1.2 DESIRABLE

- ▶ Experience in supervising postgraduate research students;
- ▶ Experience in curriculum development and implementation at undergraduate and postgraduate level that will maintain the Department's programmes at the highest international standards;
- ▶ Practical experiences working with industry or research institutes;
- ▶ Experience in obtaining competitive research funding, either individually or as part of a team.

1.3 ADDITIONAL RESPONSIBILITIES FOR APPOINTMENT AT LEVEL C:

- ▶ A strong publication record and demonstrated independence of scholarship;
- ▶ The development of educational programs and methods;
- ▶ A successful record of attracting competitive research funding;
- ▶ A successful record of engaging industry, government and/or the community in teaching and research;

2. *Special Requirements*

All teaching and research staff are expected to meet minimum performance expectations over a five-year period or, for shorter appointments, to demonstrate that performance is on track to meet these expectations. Currently, these expectations include:

- ▶ Papers in the leading publication outlets of the field, at a rate of one or more per year, and typically significantly more;
- ▶ To the extent possible within contract limitations, participation in a total of \$300,000 of research grants and contract income;
- ▶ Supervision of at least 1 full time equivalent postgraduate research student (noting that co-supervision is an expectation and that this would therefore correspond to at least 2 full-time students);
- ▶ Strong teaching performance as evidenced in student feedback gathered via University mechanisms;
- ▶ Completion of the Graduate Certificate in University Teaching, or evidence of prior completion of an equivalent program.
- ▶ Leadership as evidenced by participation in or development of University initiatives, by impact on or relevance of teaching and research to the wider community, by media contributions, or by engagement with business, government, or other similar external bodies.

3. Key Responsibilities

Specific duties required may include the following:

3.1 TEACHING AND LEARNING

- ▶ Coordinate and conduct lectures and tutorials at undergraduate and postgraduate level, including engagement in teaching innovation and improvement;
- ▶ Preparation of project work to support student learning;
- ▶ Performing marking and assessment duties and be responsible for supervision of project marking in subjects as lecturer-in-charge;
- ▶ Providing adequate access for and effective student consultation;
- ▶ Being proactive in the development of subject materials and delivery, including the use of web resources as appropriate;
- ▶ Act as Subject Coordinator in undergraduate and graduate subjects;
- ▶ Consult with students;
- ▶ Supervise undergraduate or postgraduate students engaged in coursework or smaller research projects;
- ▶ Demonstrated interest in the continued improvement of teaching quality.

3.2 RESEARCH

- ▶ Exercise leadership in scholarly research, in conjunction with other colleagues;
- ▶ Presentation of research workshops and seminars within the department;
- ▶ Publishing of papers in reputable international journals and conferences;
- ▶ The attainment of external research grant income;
- ▶ Participate as a chief investigator on research projects;
- ▶ Supervision of postgraduate students.

3.3 ENGAGEMENT

- ▶ Build and foster partnerships with industry, government, collaborators at other Universities and other stakeholders that contribute to the engagement of teaching and research in the wider community engagement;
- ▶ Actively participate in professional activities including consulting, workshops and short courses for external participants, and participation in meetings of professional societies;
- ▶ Engage in knowledge transfer and community activities beyond the university.

3.4 SERVICE AND LEADERSHIP

- ▶ Participation in industry and community liaison activities as arranged by the department;
- ▶ Participation in School activities such as student events and school visits;
- ▶ Administrative duties as required;
- ▶ Occupational Health and Safety (OH&S) and Environment Health and Safety (EHS) responsibilities as outlined in section 5.

3.5 ADDITIONAL RESPONSIBILITIES FOR APPOINTMENT AT LEVEL C:

- ▶ Supervision of major undergraduate, graduate or postgraduate research projects;
- ▶ Significant role in research projects including, where appropriate, leadership of a research team;
- ▶ Significant role in knowledge transfer and community engagement;
- ▶ A major role in planning or committee work.

4. 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 service for excellence and reach the targets of Growing Esteem.

5. 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/topics/responsibilities/>

These include general staff responsibilities and those additional responsibilities that apply for Managers and Supervisors and other Personnel.

6. Other Information

6.1 SCHOOL OF COMPUTING AND INFORMATION SYSTEMS

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

The School of Computing & Information Systems undertakes research and teaching across a range of information technology disciplines including Software Engineering, Information Systems, and Computer Science. It offers a comprehensive range of IT courses at all levels, including offerings in science, engineering, and business, and is at the forefront of computing research in Australia and internationally with close links to major computing research initiatives, including Melbourne Bioinformatics, IBM Research, the Microsoft

Research Centre for Social Natural User Interfaces (SNUI), and DATA61 (formerly NICTA). It was ranked 13th in the 2016 QS World University Ranking exercise by discipline.

The School's aim is to attract and retain outstanding staff available in order to maintain a leading research and teaching. We have an existing highly successful research team in the area of the appointment, a large number of PhD students, and a substantial cohort of graduate students in our coursework Masters programs.

6.2 BUDGET DIVISION

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

The Melbourne School of Engineering is one of Australia's leading Engineering Schools and aims to be the school of choice for the highest performing students and research staff in Australia and within the Times Higher Education Supplement top ten Schools of Engineering internationally by 2020.

6.3 THE UNIVERSITY OF MELBOURNE

The University of Melbourne is a leading international university with a tradition of excellence in teaching and research. The University offers staff many benefits and prospective staff are encouraged to view the following web links:

www.unimelb.edu.au

www.growingesteem.unimelb.edu.au

www.unimelb.edu.au/careers

6.4 EQUITY AND DIVERSITY

Another key priority for the University is access and equity. The University of Melbourne is strongly committed to an admissions policy that takes the best students, regardless of financial and other disadvantage. An Access, Equity and Diversity Policy Statement, included in the University Plan, reflects this priority.

The University is committed to equal opportunity in education, employment and welfare for staff and students. Students are selected on merit. Staff are selected and promoted on merit.

6.5 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/unisec/governance.html>.