



POSITION DESCRIPTION

School of Languages and Linguistics
Faculty of Arts

Lecturer in Italian Studies

POSITION NO	0044271
CLASSIFICATION	Lecturer, Level B
SALARY	\$98,775 - \$117,290 p.a. (pro rata for part-time)
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Part-time (0.5 FTE)
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 Staff' or 'Prospective Staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Professor John Hajek Tel +61 3 8344 5168 Email j.hajek@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 Italian discipline within the School of Languages and Linguistics teaches a broad suite of undergraduate and graduate courses, maintains a vigorous research higher degree culture, and has an internationally-recognised research profile. It contributes to interdisciplinary teaching within the School, the Faculty of Arts and the wider University. The School now seeks to appoint a part time Lecturer (0.5 FTE) continuing position to consolidate and further develop the School's teaching and research programs.

The successful applicant is expected to contribute to overall teaching and research excellence within the Italian Program. As a key member of a small team, the applicant will be expected to collaborate extensively with other Italian Studies and School colleagues. S/he will be a committed and engaging educator and will develop, teach and coordinate Italian and European Studies subjects and to enhance the visibility of Italian Studies program at the University of Melbourne and interact across disciplines within the wider School.

The successful candidate is expected to continue building research capacity in the Italian and European Studies program. S/he will be active in supervising honours and graduate research, and will have a demonstrated ability to initiate new research projects. The incumbent will also undertake research resulting in publications with leading publishers in the field, and foster engagement links with external networks/partners nationally and internationally.

The appointee will also perform administrative duties associated with the appointment, and as may be directed.

1. Key Responsibilities

A Lecturer (Level B) is expected to make contributions to the teaching effort of the institution and to carry out activities to maintain and develop his/her scholarly, research, and/or professional activities relevant to the profession or discipline. Specific duties:

1.1 TEACHING

- ▶ Full subject coordination including: development of new and ongoing review of subject material at all levels; marking and assessment; supervision of sessional tutors, student consultation, and other administrative tasks associated with the subjects taught
- ▶ Preparation and delivery of lectures, tutorials and seminars as appropriate and in line with Faculty of Arts minimum thresholds for teaching satisfaction
- ▶ Participate in teaching into collaborative subjects within the Italian and European Studies program and the School of Languages and Linguistics;
- ▶ Undertake supervision of honours and postgraduate research. In particular, the successful applicant will be expected to supervise an appropriate number of honours and postgraduate students and participate in the supervisory panels of research higher degree students as required, and will be expected to ensure the timely completion of their research.

1.2 RESEARCH

- ▶ Apply for external competitive research funding;
- ▶ Actively contribute to research grant proposals;
- ▶ Participate in research activities of the discipline;

- ▶ Providing expertise to researchers in the program;
- ▶ Publications arising from scholarship and research (the expectation of academic staff at level B is an average of at least 1.5 DISSR points per annum)
- ▶ Contribute to developing networks within the discipline and with other universities, institutions and communities to support collaboration;

1.3 SERVICE TO THE DISCIPLINE & SCHOOL

- ▶ Involvement in professional activity, including participation in meetings of professional societies.
- ▶ Engagement with external stakeholders including building external networks, partnerships and consultancies
- ▶ Meetings and committee work within the School and the wider university community, as appropriate.
- ▶ Undertake administrative activities commensurate for a Level B academic
- ▶ Participate in a range of administrative matters relating to the Italian and European Studies area and to the School of Languages and Linguistics in general;
- ▶ Develop programs and opportunities for activities of staff/students/wider community;
- ▶ Convenorship of the Italian Studies program if required;
- ▶ Undertake other relevant duties within the School as may be assigned from time to time;
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 5.

1.4 OH&S

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2. Selection Criteria

2.1 ESSENTIAL

- ▶ A completed PhD in Italian Studies
- ▶ Native or near-native competence in Italian and English
- ▶ Strong record of high quality research and publication record in the area of Italian Studies, in particular literature and cultural studies
- ▶ Demonstrated teaching interest in one or more of the following areas: Contemporary Italian Studies, literature, cinema and/or Renaissance studies
- ▶ Capacity to attract research grants and consultancies and ability to develop international links
- ▶ Evidence of excellence in teaching and course delivery of the Italian language and culture at university level, at either graduate or undergraduate levels

- ▶ Demonstrated capability to supervise research honours and postgraduate students
- ▶ Ability to work in a team and to collaborate in team-taught courses, especially within Italian and European Studies Programs
- ▶ Demonstrated capacity to interact positively with students and academic and professional staff
- ▶ Excellent communication skills, both written and oral, effective time management skills and demonstrated ability to meet deadlines.

2.2 DESIRABLE AN INTEREST IN INTERDISCIPLINARY RESEARCH AND/OR TEACHING

- ▶ A demonstrated capacity for outreach and community activities with a capacity to build local & international networks & partnerships
- ▶ Experience in curriculum development and course design, such as online delivery, that can bring innovation to the practice of teaching, including for large subjects.

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/soll>

5.2 BUDGET DIVISION

The Faculty of Arts is one of the oldest and largest faculties at the University of Melbourne, with over 8,000 students and 400 staff. It is home to the University's first degree - the Bachelor of Arts - the most popular degree in Victoria based on the first preferences of school leavers, and home to the Graduate School of Humanities and Social Sciences and Melbourne School of Government, which together offer 18 professionally oriented masters programs and a range of research degrees.

The Faculty of Arts is a world-leading institution for research and teaching in a range of disciplines in the humanities, social sciences and languages. The Faculty is ranked 13th in the world for Arts and Humanities and 21st in the world for Social Sciences (Times Higher Education Supplement 2013-14). It 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 and the Melbourne School of Government, 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 Studies

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>