



POSITION DESCRIPTION

Faculty of Arts

Associate Professor/Senior Lecturer – Latin American Studies

POSITION NO	0046509
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 experience and qualifications
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 Alfredo Martinez-Exposito Tel +61 3 9035 4742 Email alfredo.m@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 Faculty of Arts at the University of Melbourne is seeking to appoint an experienced academic scholar in Latin American Studies. The incumbent will work across the Faculty to contribute to the academic development of Latin American Studies including, research, supervision of research students, curriculum development and international engagement. In addition to the Faculty's ongoing interest in Latin American Studies as a growing area of scholarly enquiry, this position is expected to contribute to the Faculty's internationalisation plan as it seeks to increase engagement with key countries and institutions in Latin America. Additionally, the incumbent will further internationalise the student learning experience through enhanced curriculum and to promote opportunities for academic research collaboration.

The position will be expected to make major contributions in the areas of research, academic leadership, administration and professional development, and teaching excellence at both undergraduate and postgraduate levels including RHD supervision. The appointee will have a robust research specialisation in any field of Latin American Studies within the Humanities and Social Sciences remit of the Faculty of Arts, and a demonstrated high level of research performance through refereed publications and the securing of research grants. A principal duty of the successful appointee will be to foster interdisciplinary activities and engagement activities connected to the discipline.

Latin American Studies is a transversal disciplinary area of relevance to several Schools within the Faculty of Arts. The appointee will join the School most appropriate for their disciplinary interests.

1. Key Responsibilities

The incumbent 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 include:

1.1 RESEARCH

The incumbent will lead the development of a research agenda for the Latin America studies discipline. The focus of this agenda will be to facilitate a strong research identity within the University drawing upon intra- and inter-program collaborations as well as fostering links across the wider University, and with appropriate affiliated research institutes, relevant universities in the Latin American region, and partner organisations to:

- ▶ Provide leadership and mentoring to staff of the program undertaking or considering research activities;
- ▶ Network with other University departments and centres and undertake research activities;
- ▶ Promote collaboration across institutions, nationally, and internationally as required to further relevant research;
- ▶ Actively participate in research seminars and conferences;
- ▶ Successfully gain external competitive research funding;
- ▶ Produce publications arising from scholarship and research in line with the Faculty expectations in high quality international journals.

1.2 TEACHING

- ▶ Preparation and delivery of lectures, tutorials and seminars as appropriate and in line with Faculty expectations for teaching activities;
- ▶ Undertake curricula development and teaching into undergraduate and/or postgraduate programs;
- ▶ Subject coordination, consultation with students, and marking and assessment;
- ▶ Contribute actively to postgraduate activities locally, nationally and internationally as well as supervise research higher degree students;
- ▶ Achieve student evaluation scores in line with Faculty expectations;
- ▶ Contribute to and play a leadership role in raising the teaching profile of the discipline;
- ▶ Play a major role in the review and development of the discipline to ensure teaching programs are appropriate and up-to-date.

1.3 CURRICULUM DEVELOPMENT

Lead, develop and enhance curriculum in the field of Latin American Studies at both the undergraduate and graduate levels, specifically:

- ▶ Collaborate with academic staff in the Spanish and Latin American Studies program and assist with curriculum development of a Latin American Studies program within the Bachelor of Arts;
- ▶ Work with staff with expertise in Latin America to capture teaching and research strengths and activities to enhance the profile of the faculty's engagement with the region;
- ▶ Work with relevant local communities, partners and diplomatic corps to solicit support for the enhancement and promotion of Latin American studies at the University.

1.4 SERVICE TO THE DISCIPLINE & SCHOOL

- ▶ Engagement with external stakeholders including building external networks and partnerships through the press, support groups, peer meetings and interactions with industry;
- ▶ Meetings and committee work within the School and the wider university community, as appropriate;
- ▶ Undertake administrative activities commensurate with level of appointment.

1.5 OH&S

- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined as outlined in section 5.

2. Selection Criteria

2.1 ESSENTIAL

- ▶ PhD in an appropriate field of expertise within Latin American Studies;
- ▶ An internationally recognised publication record of distinction and innovation;
- ▶ A record of success in gaining research grants;

- ▶ Extensive knowledge of the discipline and demonstrated ability to collaborate with industry partners to deliver collaborative engagement programmes;
- ▶ Demonstrated ability for excellence in teaching, including the capacity to initiate course development;
- ▶ Proven ability to supervise honours and postgraduate coursework degree theses to completion.

2.2 DESIRABLE

- ▶ A working knowledge of Spanish and/or Portuguese;
- ▶ Strong computer literacy in line with the University's commitment to eTeaching and eLearning;
- ▶ Experience in community engagement with a capacity to build local and international networks and partnerships.

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 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.

5.2 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>.

5.3 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.

5.4 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>.