

## POSITION DESCRIPTION

Melbourne Law School

### Academic Positions (Level B-E): Multiple Positions

<b>POSITION NO</b>	0016323
<b>CLASSIFICATION</b>	Professor / Associate Professor / Senior Lecturer / Lecturer (multiple positions)
<b>SALARY</b>	<p>\$170,900 p.a. (Professor Level E)</p> <p>\$132,677 - \$146,169 p.a. (Associate Professor Level D)</p> <p>\$110,190 - \$127,054 p.a. (Senior Lecturer Level C)</p> <p>\$89,955 - \$106,817 p.a. (Lecturer Level B)</p>
<b>SUPERANNUATION</b>	Employer contribution of up to 17%
<b>EMPLOYMENT TYPE</b>	Full-time (continuing) positions
<b>OTHER BENEFITS</b>	<a href="http://hr.unimelb.edu.au/careers/working/benefits">http://hr.unimelb.edu.au/careers/working/benefits</a>
<b>CURRENT OCCUPANT</b>	Vacant
<b>HOW TO APPLY</b>	<p>Online applications are preferred. Go to <a href="http://hr.unimelb.edu.au/careers">http://hr.unimelb.edu.au/careers</a>, under 'Job Search and Job Alerts', select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.</p> <p>Indigenous Australians seeking support to apply for this vacancy are encouraged to contact the University by emailing their contact details to <a href="mailto:law-hr@unimelb.edu.au">law-hr@unimelb.edu.au</a></p>
<b>CONTACT FOR ENQUIRIES ONLY</b>	<p>Professor John Howe</p> <p>Tel +61 3 9035 5988 Email <a href="mailto:law-hr@unimelb.edu.au">law-hr@unimelb.edu.au</a></p> <p><i>Please do not send your application to this contact</i></p>

For information about working for the University of Melbourne, visit our websites:  
[www.hr.unimelb.edu.au/careers](http://www.hr.unimelb.edu.au/careers)  
[www.hr.unimelb.edu.au/careers/working-at-melb](http://www.hr.unimelb.edu.au/careers/working-at-melb)

## ***Position Summary***

Successful applicants will be expected to contribute to the work of the Melbourne Law School in teaching and learning, research, engagement and leadership and service. They will teach in the Melbourne Juris Doctor (JD) programme and in the Melbourne Law Masters (MLM), usually including in one or more of the core JD subjects.

They may also contribute to teaching law related subjects in other faculties, including breadth subjects. They will also be expected to:

- Supervise research at JD, LLM or PhD level, depending on their own research qualifications and experience.
- Undertake research of national and international significance, publish the outcomes of their research in leading journals and with leading publishers, and apply for grants in their area of research expertise.
- Contribute to engagement linked to their teaching and/or research activities through, for example, dissemination of their research or programs and partnerships at a local, national and/or global level.
- Contribute to leadership and service to the Law School or University, either by serving on a committee or by undertaking some other responsibility, as directed by the Deputy Dean.

### ***1. Selection Criteria***

In addressing the selection criteria below, your application should include a statement that identifies the role and Level for which you are applying and in particular:

- What your published research to date has contributed to your field and why it is significant or innovative or demonstrates outstanding potential.
- Your research plans (and what that future research will contribute to the field).
- Your teaching interests and experience and how you approach your teaching, including any evidence of teaching quality (such as student evaluation results, teaching awards, peer review reports or teaching courses undertaken).
- The nature and impact of your contribution (both current and future) to engagement (if any) through dissemination of your research and engagement to the community at a local, national and/or global level.
- Your contributions to service or leadership.

#### **1.1 ESSENTIAL**

##### **Lecturer Level B:**

- ▶ A good first degree in law;
- ▶ A PhD or equivalent. Exceptionally, professional experience in a relevant area of law in addition to a Masters of Law qualification may be considered a substitute for a PhD;
- ▶ Potential to achieve the highest levels of scholarship in legal research, demonstrated at least in part by several publications of high quality;

- ▶ Capacity to teach effectively across a range of subjects, including the capacity to develop and deliver seminars and lecturers and contribute to other teaching activities;
- ▶ Excellent oral and written communication skills;
- ▶ Demonstrated ability to work as part of a team.

**Senior Lecturer Level C:**

At Senior Lecturer Level C, the successful applicant must demonstrate all of the above, and additionally must demonstrate:

- ▶ A stronger publication record than a candidate for a lectureship and clear potential to undertake research of international significance;
- ▶ Evidence of high quality teaching experience.

**Associate Professor Level D:**

At Associate Professor Level D, the successful applicant must demonstrate all of the above and additionally must demonstrate:

- ▶ Demonstrated academic excellence evidenced by an outstanding contribution to teaching and research;
- ▶ Usually, a record of attracting competitive research funding and/or leading research projects involving others;
- ▶ Demonstrated leadership in the development of academic programs.

**Professor Level E:**

At Professor Level E, the successful applicant must demonstrate all of the above and additionally must demonstrate;

- ▶ International reputation as a leading legal scholar;
- ▶ Demonstrated capacity to provide academic leadership in the Law School, University and wider community;
- ▶ Demonstrated capacity to enhance the international activities, links and standing of the Law School and the University;
- ▶ Usually, a record of attracting competitive research funding and/or leading research projects involving others.

## ***2. Key Responsibilities***

- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 4.

**Lecturer Level B:**

At the Lecturer level, specific duties required may include the following:

- ▶ Teach and examine subjects in the Melbourne JD and/ or Melbourne Law Masters, or in law subjects taught in the University's New Generation Undergraduate degrees, as directed by the Deputy Dean;

- ▶ Consultation with students;
- ▶ Initiation and development of subject material;
- ▶ Acting as Subject Coordinator;
- ▶ Supervision of the program of study of undergraduate, graduate or postgraduate students engaged in coursework or smaller research projects;
- ▶ The conduct of research and contribution to knowledge through scholarship, publications in leading journals and with leading publishers, and presentations;
- ▶ Knowledge transfer and community engagement;
- ▶ Participation in administrative functions. The contribution may take the form of membership of a school or university committee, and/or by assuming some other responsibility (such as student liaison officer).

**Senior Lecturer Level C:**

In addition to the above, responsibilities for Senior Lecturer will include:

- ▶ 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 administrative or committee work.

**Associate Professor Level D:**

In addition to the above, responsibilities for Associate Professor will include:

- ▶ Supervision of major postgraduate research projects;
- ▶ Significant role in research projects including, where appropriate, leadership of a research team;
- ▶ Significant contribution to the profession and/or discipline;
- ▶ High level administrative functions.

**Professor Level E:**

- ▶ Key responsibilities in addition to the above are outlined in the document “University Expectations of a Professor” which follows as an appendix to this position description.

### ***3. Other Information***

#### **3.1 BUDGET DIVISION**

[www.law.unimelb.edu.au](http://www.law.unimelb.edu.au)

Melbourne Law School is Australia's first all-graduate law faculty. Melbourne Law School was the first faculty in Australia to teach law, and awarded this country's first law degrees. The Law School is now fully graduate with its Juris Doctor for admission to practice recognised as a high level qualification in Australia and beyond. Coupled with the unrivalled excellence of the Melbourne Law

Masters and its excellent Research Higher Degree programs, the Law School offers a unique opportunity for the integration of scholarship and teaching.

Its faculty is a vibrant community of creative scholars, committed to a highly collegial, research-intensive institutional life. The Law School has particular strengths in comparative analysis. It aims to integrate teaching with research and engagement activities and to engage with local, national and global communities.

The Law School is a single department faculty located in a custom designed building in University Square. The Law School has approximately 2,200 graduate students (including JD, Melbourne Law Masters and Research High Degrees).

## School Management

The Dean of Melbourne Law School is [Professor Carolyn Evans](#).

The Law School operates as a single department Faculty with the Dean as the Head of Department. The Dean is assisted by a [Deputy Dean and six Associate Deans](#).

## Staffing

At present, the academic staff of the Law School comprises 44 professors, 24 readers/associate professors, 27 senior lecturers and 9 lecturers, together with a number of professorial fellows, research fellows and senior fellows drawn from other faculties and the legal profession.

A professional staff of approximately 67 FTE support teaching and research activities in the Law School.

## Finance

The Law School has an operating budget of more than \$50 million a year.

## Teaching

The Law School offers a range of programs including:

### The Melbourne JD (Juris Doctor)

In 2008, the Melbourne Law School began the transition to a fully graduate law school and now the Melbourne JD (Juris Doctor) is the sole degree to be offered by the School that leads to admission to legal practice. The JD is a three year graduate qualification, in line with the global standard. Selection of students into the JD is rigorous and highly competitive with the aim of producing an intellectually engaged, highly motivated and diverse student body.

**The Melbourne Law Masters (MLM)** offers one of the largest ranges of postgraduate qualifications in the world including General and Specialist Graduate Diplomas, with over 30 interlinked coursework programs to choose from, and more than 160 postgraduate coursework subjects offered annually. Specialisation is encouraged within the following areas:

Asian Law	Health and Medical Law
Banking and Finance Law	Human Rights Law
Commercial Law	Intellectual Property Law
Communications Law	International Economic Law

Competition and Consumer Law

Construction Law

Corporations and Securities Law

Dispute Resolution

Employment and Labour Relations

Energy and Resources Law

Government Law

International Law

Law and Development

Private Law

Public and International Law

Sports Law

Tax Law

### The Melbourne Law Doctorates (MLD)

This program includes the Doctor of Philosophy (PhD) and the Master of Philosophy (MPhil). It attracts students of exceptional ability from a diverse range of countries who are highly valued for the contribution that they make to the Law School's research culture and activities.

### Research

The international reputation of the School is closely linked to the range and quality of its research programs.

The School has several research institutes, centres and groups which provide a focus for scholarly interaction, including:

<b>Centre / Institute</b>	<b>Director</b>
Asian Law Centre (ALC)	Professor Pip Nicholson
Asia Pacific Centre for Military Law (APCML)	Associate Professor Bruce Oswald
Centre for Comparative Constitutional Studies (CCCS)	Professor Adrienne Stone
Centre for Corporate Law and Securities Regulation (CCLSR)	Professor Ian Ramsay
Centre for Employment and Labour Relations Law (CELRL)	Associate Professor Anna Chapman & Professor John Howe (Co-Directors)
Centre for Indonesian Law, Islam and Society (CILIS)	Professor Tim Lindsey
Centre for Media & Communications Law (CMCL)	Professor Andrew Kenyon and Professor Megan Richardson (Co-Directors)
Competition Law and Economics Network (CLEN)	Professor Caron Beaton-Wells

<b>Centre / Institute</b>	<b>Director</b>
Centre for Resources Energy and Environmental Law (CREEL)	Professor Michael Crommelin
Civil Justice Research Group	Mr Gary Cazalet
Electoral Regulation Research Network (ERRN)	Associate Professor Joo-Cheong Tham
Global Economic Law Network	Professor Andrew Mitchell
Institute for International Law and the Humanities (IILAH)	Professor Dianne Otto
Intellectual Property Research Institute of Australia (IPRIA)	Professor Megan Richardson and Associate Professor Kwanghui Lim (MBS)
Obligations Group	Professor Elise Bant and Professor Matthew Harding (Convenors)
Public Interest Law Initiative	Ms Claire Carroll
The Tax Group	Professor Ann O'Connell (Director of Taxation Studies)
Transactional Law	Mr Andrew Godwin

### **Building and Resources**

The Law School operates from a single building providing modern and attractive accommodation for all of Melbourne Law School's teaching and research programs, and incorporates specially-designed teaching facilities, computer laboratories, a Law Library, a Moot Court, and excellent student facilities.

The Law Library has an extensive collection of legal resources. It holds over 180,000 volumes of reports, legislation, legal journals and treatises, and subscribes to major Australian and international legal databases. The Law Library has Australia's first Law Faculty Research Service, which provides reference and research expertise for Melbourne Law School academic staff working on grant applications, publications, teaching materials and knowledge transfer projects. Law Library staff also provide legal research tutorials for students and teach legal research components in the Law School's coursework programs.

### **External Relations**

The Melbourne Law School has academic staff and student exchange arrangements with a large number of universities in Asia, Europe and North America. It has degree partnership arrangements with Cambridge, New York University (JD/JD and JD/LLM), Oxford University (JD/BCL), Chinese University of Hong Kong (JD/LLM) and University of British Columbia (JD/LLM). JD students have

an opportunity to study in London at the Centre for Transnational Legal Studies and members of the Law School also teach into that program. The Law School also has close working relationships with international agencies providing opportunities for student internships.

Members of the academic staff of Melbourne Law School are frequently engaged as consultants or advisors to governments, parliamentary committees, professional bodies, companies, law firms and non-government organisations. The Law School encourages academic staff and students to participate in law reform programs.

### 3.2 THE UNIVERSITY OF MELBOURNE

The University of Melbourne is a leading international university with a tradition of excellence in teaching and research. With outstanding performance in international rankings, Melbourne is at the forefront of higher education in the Asia-Pacific region and the world. The University of Melbourne is consistently ranked among the world's top universities. Further information about our reputation and global ranking is available at [www.futurestudents.unimelb.edu.au/explore/about/reputation-rankings](http://www.futurestudents.unimelb.edu.au/explore/about/reputation-rankings)

Established in 1853, shortly after the founding of Melbourne, the University is located just a few minutes from the centre of this global city. The main Parkville campus 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.

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 [hr.unimelb.edu.au/careers](http://hr.unimelb.edu.au/careers).

### 3.3 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. [www.growingesteem.unimelb.edu.au](http://www.growingesteem.unimelb.edu.au)

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://www.unimelb.edu.au/research/research-strategy.html>

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*.

### 3.4 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 and staff are selected and promoted on merit.

### 3.5 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 [www.unimelb.edu.au](http://www.unimelb.edu.au).

## 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/topics/responsibilities/>

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

## UNIVERSITY EXPECTATIONS OF A PROFESSOR



The roles of professors have undergone considerable change in recent decades. External demands on universities today, as well as imperatives within institutions, have created some confusion and division of opinion about what now constitute appropriate roles.

The University of Melbourne has its own special features and mission, and hence the role of a professor in this University can be expected to differ from that in many other institutions. It is thus appropriate to clarify what the University expects of its professors.

The expectations of a professor in the University rest primarily on the nature of academic and professional leadership appropriate for a major international research university. Professors must always be distinguished academically in an international environment and are expected to maintain that distinction. While some may confine their leadership largely within their strict academic discipline (as shown, for example, by providing a focus and inspiration for research and teaching in their area of expertise), it is unlikely to be fulfilled simply by continuing to pursue their own work in isolation from others, as this does not denote leadership.

Professors in the University of Melbourne distinguish themselves by demonstrating leadership that can take several forms:

- Leading a group of individuals in research centred around the Professor and broader research leadership developing the research talents of other academics;
- Leading staff members involved in developing undergraduate or graduate teaching;
- Leading the overall management of particular functions in a department, such as teaching activities; coordination of a department's research or undergraduate teaching activities;
- Leading in an academic field as evidenced by publications in outstanding journals, or as the editor of journals, authorship of books, monographs and artistic works, invited papers and presentations at international conferences and by the organization of such conferences;
- Leading in management particularly in assisting individuals and/or groups to channel and focus their efforts;
- Leading in the community beyond the University, particularly in professional organizations and institutions and in industrial and/or government and business activities.

### **In more specific terms, the expectations of a professor may be clarified as follows:**

1. In all cases, the professor is expected to foster the research of other groups and individuals within the Department, within the discipline and within related disciplines. In particular, guidance and assistance to more junior staff in developing their capacity for teaching and research is of great importance. In many disciplines, provision of an environment for honours and graduate students is dependent upon the ability to attract external funds. Many professors will secure substantial grants which cover teams including junior staff while others will carry on research at a more individual level. Professors should introduce research students and colleagues to useful networks inside and outside the University. Normally, professors will also

be required to carry a teaching load and be involved in some of the large classes and in teaching of both undergraduate and graduate students.

2. It is expected that a professor will seek continuing improvement in academic standards rather than merely maintaining them, and make a distinguished contribution to teaching in the faculty and University. A professor should be expected to provide leadership in curriculum development, design of courses, and innovations in the delivery of teaching in the discipline. Professors should be role models in their relationships with students and with professional staff at all levels. They should be accessible in the Department/Faculty and should take part in the community life of the University, including ceremonies where degrees are awarded to students of the department and to persons honoured by the University.
3. Professors are expected to participate in the appropriate national and international organizations of their discipline or profession. In most fields, such international involvement and standing should be clearly evident. It is expected that a professor will serve on expert committees, be willing to participate in reviews and to work at a national and international level.
4. Professors have a responsibility to advance the image of the University in the community locally, nationally and internationally. That image will be enhanced by excellent research and good teaching, the receipt of awards and participation in major conferences. Community involvement might also be demonstrated in adopting the role of a public intellectual who contributes to the nation's culture and institutions. This might take many forms, including media commentary and the preparation of opinion articles, speaking at public events, and visits to schools and other community organisations.
5. Professors should be willing to contribute in policy formation and management of their department, their faculty and the University (through the Academic Board) where from time to time they have a contribution to make. They should play a constructive role in appointment, confirmation and promotion processes for academic and professional staff.
6. It is expected that professors from time to time carry out senior executive roles in the University, Faculty, and/or Department.

Endorsed by Academic Board

Approved by Council August 2009