RMIT UNIVERSITY

Position Description – Lecturer

Position Details

Position Title:	Lecturer - Japanese
Position Number:	30004262
Portfolio:	College of Design and Social Context
School/Group:	Global, Urban & Social Studies
Campus Location:	Based at the City campus, but may be required to work and/or be based at other campuses of the University.
Classification:	Academic Level B *Salary Schedule:* http://www.rmit.edu.au/browse;ID=ewhtlt73t01
Employment Type:	Continuing
Time Fraction:	1.0

RMIT University

RMIT is a global university of technology and design, focused on creating solutions that transform the future for the benefit of people and their environments. We are global in attitude, action and presence; urban in orientation and creativity; and connected through active partnerships with professions, industries and organisations.

RMIT University enjoys an international reputation for excellence in professional and practical educational programs and high quality outcome-oriented research.

One of Australia's original educational institutions founded in 1887, RMIT is now the nation's largest tertiary institution. The University offers an extensive range of postgraduate, undergraduate and vocational programs

RMIT has three Melbourne campuses – in the central business district and in Brunswick and Bundoora in the city's northern suburbs - campuses in Hanoi and Ho Chi Minh City in Vietnam and a site in Barcelona, Spain. With significant partnerships in Hong Kong, China, Indonesia, Malaysia and Singapore, RMIT has a strong educational presence in the Asia-Pacific region. The University's total student population of 82,000 includes 30,000 international students (onshore and offshore).

RMIT is a leader in technology, design, global business, communication, global communities, health solutions and urban sustainable futures. It is ranked in the top 150 universities in the world for engineering, computer science and information systems, economics, communication and media studies, accounting and finance and education in the 2013 QS World University Rankings and 10th in Australia.

www.rmit.edu.au

College of Design and Social Context

The College of Design and Social Context encompasses RMIT University's renowned art, communication, built environment, design, education and social science disciplines and is comprised of seven schools. The college has 24,500 students and 980 staff.

For more information about the college including the schools, research centres and staff resources, visit the college homepage at www.rmit.edu.au/dsc

School of Global, Urban & Social Studies (GUSS)

Located in the heart of Melbourne on RMIT's City Campus, the School of Global, Urban and Social Studies is one of RMIT's largest schools and provides academic programs that stretch from certificate to PhD, as well as providing a high level of research activity.
The School's vision is to contribute to a just and sustainable world, and delivers education, training and research activity in four areas of focus:

1. Social work, youth work, community services and social policy
2. Sustainability and urban planning, including housing
3. Global and international studies, languages, translating and interpreting
4. Criminal justice, legal and dispute studies and human rights

Most of the School's program areas offer well developed pathways for students wishing to develop various innovative combinations of qualifications.

The School has a strong research profile and three research centres that link to the School's areas of focus:

- Centre for Applied Social Research
- Centre for Urban Research, incorporating the RMIT AHURI Research Centre
- Globalism Research Centre

Each year the School generates more than $3m of external research funding and enjoys research networks that extend globally. Our research scored well in the ERA, securing rankings at or above the discipline for Australia as a whole.

Most of the School's academic programs are leaders in their market segments in Victoria, if not Australia, and are extremely popular and in high demand.

Our programs are also rated highly by our students. A number of staff have won external teaching awards, and we regularly win College and University awards.

We enjoy excellent links with industry. Three of our program areas are professionally recognized (planning, social work and translating and interpreting), and the most recent reviews of them by external assessors placed them in the highest category in Australia.

For more information, see http://www.rmit.edu.au/socialhumanities

Position Summary

The Lecturer is expected to contribute to the teaching and research efforts of the School within the Language group. More specifically, the Lecturer is responsible for carrying out teaching activities within the accredited Language Diploma and language and cultural electives for Undergraduate/Honours and Masters students, and for maintaining and advancing his/her scholarly, research and/or professional capabilities relevant to this discipline.

Key functions associated with the position include development of active, student-centred learning activities, presentation of lectures and tutorials, assessment of students and course administration in line with the university's quality assurance requirements. The Lecturer may also be required to teach into other undergraduate programs and postgraduate programs within the School.

The Lecturer is expected to conduct research in his/her specialisation within the language and related culture field and in line with the School and University's research strategies. S/he will develop a research and publication plan which will include presenting and publishing their work in relevant academic forums, and engaging in collaborative research projects with others.

The Lecturer is expected to actively develop and promote the language and cultural area by establishing and maintaining memberships, links and partnerships with academic, industry, professional communities, partners in Japan and Japanese diplomatic posts in Australia and Melbourne for academic collaborations.

The Lecturer is expected to work collaboratively and collegially with fellow academics within the teaching team, and update colleagues and students on developments in their subject area or specialisation.

Reporting Line

Reports to: Discipline Head, Languages

Direct reports: Nil

Organisational Accountabilities

RMIT University is committed to the health, safety and wellbeing of its staff. RMIT and its staff must comply with a range of statutory requirements, including equal opportunity, occupational health and safety, privacy and trade practice. RMIT also expects staff to comply with its policy and procedures, which relate to statutory requirements and our ways of working.

Appointees are accountable for completing training on these matters and ensuring their knowledge, and the knowledge of their staff, is up to date.

Key Accountabilities

- Develop, promote and deliver high quality programs in language and culture which address the desired graduate attributes of RMIT by practising sound teaching, quality assurance measures, and maintaining an effective understanding of national needs and opportunities. Particular areas of specialism should be in core elements of the professional language discipline.

- Conduct a program of personal research and development which yields measurable outcomes such as publications, ARC and other competitive grants, and industry sponsorship/consultancy.

- Maintain contact with relevant colleagues at RMIT and other institutions and liaise actively with the profession, industry, commerce, community and local governments.

- Further develop collaborations between RMIT and partner universities in Japan, the Japanese diplomatic posts in Melbourne and Australia for academic collaborations and student global mobility.

- Participating in and contributing to the development of strategic directions for the language and cultural area.

- Prepare and deliver lectures, tutorials, practical classes and demonstrations using innovative, flexible and stimulating course material for students undertaking undergraduate and postgraduate coursework and programs.

- Successful supervision of research students, as appropriate.

- Carry out academic administration activities including program and course coordination of the Language Studies and School as required.

- Participate effectively in joint academic projects with local and international partners, and other contract activities.

Key Selection Criteria

1. Demonstrated ability to prepare and deliver language and cultural programs at undergraduate and post-graduate levels, particularly desirable in Japanese language and cultural areas.
2. Demonstrated ability to undertake independent research which will contribute to existing School and RMIT priority research areas evidenced by publications, development of new research initiatives, competitive research funding, and building industry and global links.
3. Ability to develop innovative approaches to course delivery and student-centred learning, with a commitment to continuous quality improvement through ongoing training and development.
4. Demonstrated capacity to work effectively with and to negotiate sensitively with students especially on issues related to effective learning.
5. Ability to supervise Masters and PhD research degree students to completion.
6. Excellent and effective interpersonal and communications skills appropriate for interacting with students, staff, community and industry.
7. Evidence of strong commitment to efficient and collegial teamwork and multidisciplinary collaboration.
8. Evidence of ability to carry out academic administration to perform the full academic responsibilities of, and related administration for, the coordination of an award program, year or courses.

9. Ability to generate funding projects through gaining of peer-reviewed research awards and/or contracts with government and industry.

Qualifications

Mandatory: PhD in language and/or cultural education

Preferred: Qualification in Tertiary Teaching or equivalent.