

## POSITION DESCRIPTION

### Academic Positions

(In addition to the Position Classification Standards)

Position Title: Associate Professor/Professor in Mining Engineering

Level: D/E

Faculty/Division: EIS

Department/Location: School of Civil, Mining & Environmental Engineering

#### Primary Purpose of the Position:

To develop and manage mining related interests internationally, especially, initially, in India. To teach mining engineering at all levels to undergraduate and postgraduate students and to effectively contribute to the research programs of the School.

#### Position Environment:

The School of Civil, Mining & Environmental Engineering provides undergraduate degrees in the three stated disciplines. The School also offers Masters by coursework and research, and PhD degrees.

#### Major Accountabilities/Responsibilities:

Responsibilities	Outcome
1. Contribute to developing the teaching and research reputation of School, particularly in Mining Engineering, at University of Wollongong domestically, internationally, and with Industry	Growth in domestic students Growth in on-shore and off-shore international students Growth in Industry research funding Strengthening of international collaborations, particularly in the short term, in India (see attached)
2. Conduct original research in mining engineering, including applying successfully for external research funding.	Quality journal publications. ACARP, ARC grant funding and Industry R&D funds.
3. Act as subject coordinator when required.	Contribute to governance of School
4. Effective academic supervision of Honours and postgraduate research projects	High quality theses, numbers of students, timeliness of completions
5. Initiation and development of subject material.	High quality subject content
6. Participate in a range of administrative functions connected with teaching and research, including attendance at School and Faculty meetings and membership of committees.	Effective administration of School and Faculty
7. Playing an active role in the maintenance of academic standards and in the development of educational policy and of curriculum areas within the discipline.	Increased profile of mining discipline
8. Prepare and conduct lectures, tutorials, practical classes, demonstrations, workshops and student field excursions, including marking of assessment tasks and student consultations and supervision at undergraduate and postgraduate levels.	Student learning and satisfaction

9.	Observe principles and practices of Equal Employment Opportunity.	To ensure fair treatment in the workplace
10.	Have WH&S responsibilities, accountabilities and authorities as outlined in the <a href="http://staff.uow.edu.au/ohs/commitment/responsibilities/">http://staff.uow.edu.au/ohs/commitment/responsibilities/</a> document.	To ensure a safe working environment for self & others.

### Reporting Relationships:

Position Reports to:	Head of School of Civil mining and Environmental Engineering
The position supervises the following positions:	None
Other Key Contacts:	Academic and General Staff of the School and Faculty

### Key Relationships:

#### Contact/Organisation:

ICME/PDPU/IIT(K) (see attached)  
 Other School Staff  
 Faculty Staff  
 Other University Staff

#### Purpose & Frequency of contact

Relationship development ; weekly  
 Daily – Various  
 As appropriate  
 As appropriate

### Key Challenges:

1. Develop and manage UoW's mining related interests internationally, especially in India and China
2. Increase student numbers and quality and increase revenue sources from Industry, Government.
3. Provide strong support to undergraduate and postgraduate engineering students in the School, including in Mining Engineering.
4. Contribute effectively to research outputs and funding in the Faculty

### SELECTION CRITERIA - Knowledge & Skills:

#### Essential:

- Strong written and oral communication skills.
- Demonstrated ability to teach at both undergraduate and postgraduate levels.
- Demonstrated excellence in developing subject content.
- Demonstrated expertise in one or more specialised areas e.g. mining operations, mining geomechanics, numerical modelling or other complementary areas of expertise.

### SELECTION CRITERIA - Education & Experience:

#### Essential:

- PhD in Mining Engineering or an equivalent combination of other higher degree qualifications in Mining Engineering and relevant experience in mining engineering.
- Proven research track record in mining engineering.
- Experience in applying for competitive funding.
- Practical experience in mining engineering: underground and/or surface mining.

Desirable – some combination of the following:

- Practical experience in coal/metalliferous mining.
- Management of research projects.
- Strong publications record
- Experience in one or more of the following areas: mining legislation; mine safety, mineral processing, resource economics.

### Personal Attributes:

Able to exercise a special responsibility in providing leadership and in fostering excellence in research, teaching and policy development in the academic discipline. Highly motivated and able to work effectively, both independently and in a team.

### Special Job Requirements:

Will require some afterhours work from time to time, e.g. overseas trips etc. and possibly limited periods overseas

### Organisational Chart:

Organisational chart coming soon

### Roles and Responsibilities in Relation to Workplace Health and Safety:

The University of Wollongong is committed to providing a safe and healthy workplace for its workers, students and visitors. All members of the University community have a collective and individual responsibility to work safely and be engaged in activities to help prevent injuries and illness.

In addition to the major accountabilities/responsibilities required for your position, you also hold the following roles and responsibilities in relation to Workplace Health and Safety:

#### *All Staff*

- Take reasonable care for your health and safety as well as others.
- Comply with any reasonable instruction by the University.
- Cooperate with any reasonable policies and procedures of the University including reporting of hazards or incidents via the University reporting process.
- Certain staff have specific responsibilities for Work Health and Safety (WHS), further information is available in the document [Roles And Responsibilities for WHS](#) and [WHS Management System](#).
- Ensure work area, equipment and practices are compliant with applicable legislation, standards, codes of practice and University guidelines.
- Ensure risk management activities are undertaken to minimise WHS risk including hazard and incident reporting, risk assessment and safe work procedures.
- Provide the necessary instruction, information, induction, training and supervision to enable work to be carried out safely.
- Ensure Work Health and Safety (WHS) activities and requirements are implemented for area as outlined in the [Roles And Responsibilities for WHS](#) and [WHS Management System](#).

## Inherent Requirements:

This position description outlines the major accountabilities/responsibilities and the selection criteria against which you will be assessed as suitable for the position. As such there will be specific job requirements that we refer to as Inherent Requirements.

Inherent Requirements refer to your ability to:

- Perform the essential duties and functional requirements of the job;
- Meet the productivity and quality requirements of the position;
- Work effectively in the team or other type of work organisation concerned; and
- Do the job without undue risk to your own or others health, safety and welfare at work.

If you have any injuries, illness, disorder, impairment, condition or incapacity that may affect your ability to perform the inherent requirements of the position, we encourage you to discuss this with the University to assist in the process of identifying reasonable adjustments to enable you to perform the duties of the position. The University wants to place you in the best situation to use your skills effectively in the position you are applying for at the University.