

Rewarding careers at Melbourne

Candidate Information Pack



Head of School, Melbourne School of Psychological Sciences,
Faculty of Medicine, Dentistry and Health Sciences



Acknowledgement of Country

The University of Melbourne acknowledges the Traditional Owners of the unceded land on which we work, learn and live: the Wurundjeri Woi-wurrung and Bunurong peoples (Burnley, Fishermans Bend, Parkville, Southbank and Werribee campuses), the Yorta Yorta Nation (Dookie and Shepparton campuses) and the Dja Dja Wurrung people (Creswick campus).

The University also acknowledges and is grateful to the Traditional Owners, Elders and Knowledge Holders of all Indigenous nations and clans who have been instrumental in our reconciliation journey.

We recognise the unique place held by Aboriginal and Torres Strait Islander peoples as the original owners and custodians of the lands and waterways across the Australian continent, with histories of continuous connection dating back more than 60,000 years. We also acknowledge their enduring cultural practices of caring for Country.

We pay respect to Elders past, present and future, and acknowledge the importance of Indigenous knowledge in the Academy. As a community of researchers, teachers, professional staff and students we are privileged to work and learn every day with Indigenous colleagues and partners.



Message from Dean of the Faculty of Medicine, Dentistry and Health Sciences

Thank you for your interest in the position of Head of School, Melbourne School of Psychological Sciences within the Faculty of Medicine, Dentistry and Health Sciences.

Our faculty has been delivering outstanding health education for over 150 years. Today, positioned at the heart of one of the world's premier health and biomedical precincts, we bring together the largest aggregation of health and medical researchers in Australia to undertake research that has a global impact.

Our core purpose is to make a difference to the health and wellbeing of our communities by collectively meeting the challenges of a changing world. We invite you to join us and play your part in driving excellence and innovation. With students at the heart of everything we do, we are a global leader in health and proud of our exceptional graduates and our impactful research that spans discovery to translation.

As we move forward, we will continue to support our foundational strengths in the areas of cancer, child health, infection and immunity, neuroscience and mental health as well as bring a new focus in response to global trends in health, healthcare and health systems. In particular, we will be combining our efforts to progress work on curing chronic disease, health system innovation, and prevention and health equity.

We are committed to strengthening an inclusive, diverse, and equitable culture, grounded in respect for Indigenous knowledge and the Traditional Owners of the lands on which we work and study.

The new Head of School will be an integral part of the wider faculty team here at the Faculty of Medicine, Dentistry and Health Sciences, who shares the ambition of our large and diverse faculty to look beyond what we are good at, to what we are good for.


If you would like to play an important part in achieving our ambition, we would love to hear from you.

Professor Jane Gunn
Dean
Faculty of Medicine, Dentistry and Health Sciences



“From the onset of the COVID-19 pandemic, the research world worked at a lightning pace to keep the public safe. The Faculty of Medicine, Dentistry and Health Sciences continues to adapt to the world’s new understanding of the importance of public health, continuing our extraordinary efforts in all facets of health and medical research and education to improve the lives of our communities.”



A photograph of a stone archway leading to a building entrance. The archway is made of light-colored stone and frames a view of a building with a wooden door and a window. A tree with yellow and orange autumn leaves is in the foreground, partially obscuring the view. A fire alarm pull station is visible on the wall to the right of the door. A bicycle is parked on the sidewalk to the right of the archway. The ground is paved with light-colored bricks.

*We're looking for eminent
leaders with a commitment
to collaboration and
collegiality.*

Joining the academic circle at the University of Melbourne offers opportunities to engage in research, teaching, and scholarly endeavours that contribute to advancing knowledge and shaping the world's future. It's a chance to collaborate with diverse minds, contribute to innovative research, and be a part of a community committed to making a positive difference.

About the Faculty

The Faculty of Medicine, Dentistry and Health Sciences is a diverse faculty renowned for its research excellence, teaching, training, and policy leadership across the breadth of medical, biomedical and health science fields.

Led by the Dean, Professor Jane Gunn, the faculty is Australia's overall leader in clinical, pre-clinical and health sciences, and sits at the heart of a flourishing ecosystem of globally recognised health and biomedical organisations across Victoria. Partnerships are key to our continued success in education, research and enhancing the health and wellbeing of our communities.

Our staff and students benefit from longstanding relationships with many of the country's leading health research institutes. The faculty is home to the Doherty Institute for Infection and Immunity and Nossal Institute for Global Health, and has strong partnerships with WEHI, the Florey Institute, Peter MacCallum Cancer Centre, the Centre for Eye Research Australia, Murdoch Children's Research Institute, National Ageing Research Institute, St Vincent's Institute of Medical Research, Bionics Institute, Burnet Institute, the Baker Heart and Diabetes Institute, and Phoenix Australia.

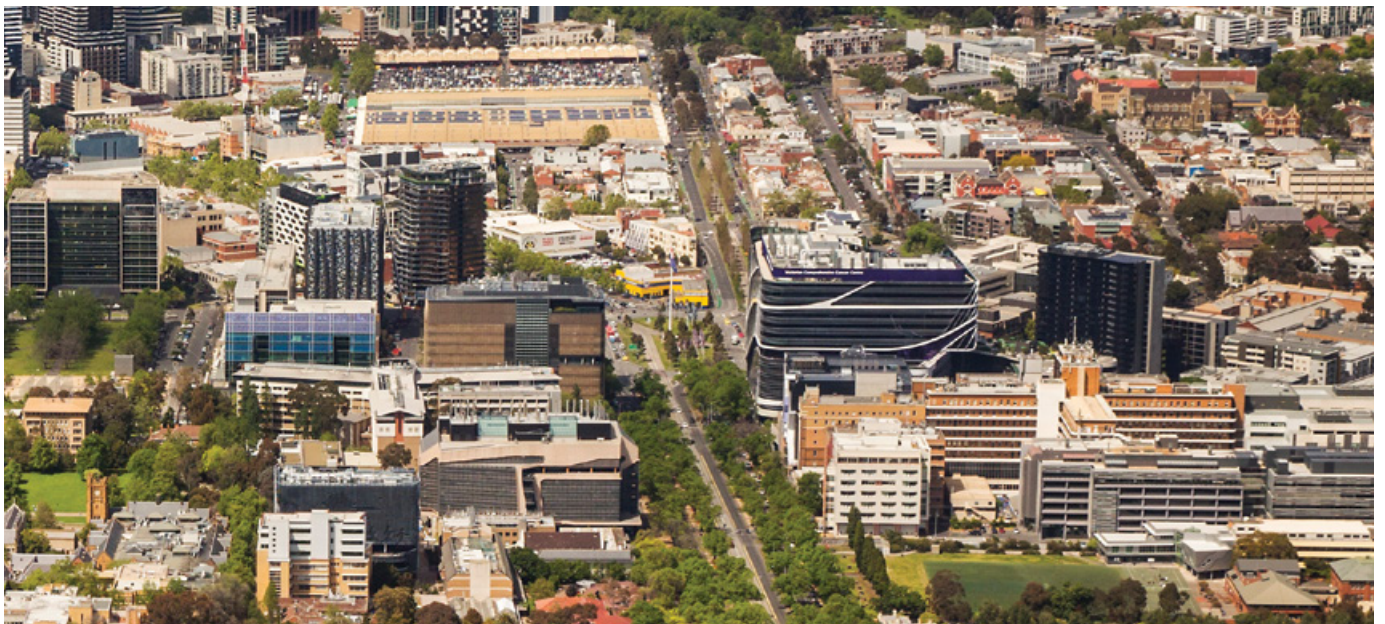
We are based in Parkville, with a thriving rural health campus in Shepparton. Many of our faculty members are embedded with clinical partners across Greater Melbourne and regional Victoria. We have longstanding and productive education and research partnerships with our affiliated health services including: Austin Health, Northern Health, Western Health, Mercy Health,

Epworth HealthCare, Dental Health Services Victoria, the Royal Melbourne Hospital, the Royal Children's Hospital, the Royal Women's Hospital, St Vincent's Hospital Melbourne, the Royal Victorian Eye and Ear Hospital, Orygen Youth Mental Health, Goulburn Valley Health, Northeast Health Wangaratta, Grampians Health Ballarat and Bendigo Health. [Explore your area of interest on our interactive map.](#)

The faculty comprises six schools and 41 departments, centres and institutes. It employs more than 2,750 FTE staff members and has a large and committed community of honorary members. It educates around 11,000 students each year, offers over 140 courses, and is a significant research contributor to the University of Melbourne.

Approximately 1900 graduate research students conduct research supervised by over 1800 academic and honorary staff across the faculty's schools and affiliated health services and research institutes each year.

We are the custodial faculty for the Bachelor of Biomedicine and the Bachelor of Oral Health. We offer a suite of professional entry masters level graduate programs, including the Doctor of Medicine (MD), the Doctor of Dental Surgery (DDS), and the Doctor of Physiotherapy (DPT). We also offer other graduate level programs such as the Master of Public Health, Master of Primary Health Care, Master of Social Work, Master of Clinical Audiology, Master of Speech Pathology, Master of Clinical Optometry, and many more in nursing, social work, health sciences and psychology.



The Melbourne School of Psychological Sciences

psychologicalsciences.unimelb.edu.au

The Melbourne School of Psychological Sciences (MSPS) is one of six schools within the Faculty of Medicine, Dentistry and Health Sciences (MDHS). Consistently positioned as one of the top Schools of Psychology in Australia and ranked 19th globally in the 2023 QS rankings, MSPS offers a compelling environment for education and research.

Boasting robust growth, the School attracts top-tier students nationally and internationally to our comprehensive range of APS-accredited undergraduate, graduate, professional and research programs. Teaching at the School is underpinned by excellence in research across a range of fields, including cognitive and behavioural neuroscience, cognitive and mathematical psychology, social and personality psychology, and clinical science.

We have established research hubs in Complex Human Data, Brain and Mental Health, Ethics and Wellbeing, and Cognitive Neuroscience, along with two Faculty Research Centres – the Contemplative Studies Centre and the Melbourne Centre for Behaviour Change. These School-based hubs and Centres provide a collective interface for research with our many and varied partners within MDHS, including the Melbourne Brain Centre, Murdoch Children’s Research Institute, Orygen Youth Research Centre, Austin Health, the Royal Melbourne Hospital, the Royal Children’s Hospital, the Royal Women’s Hospital and St Vincent’s Hospital.

Research collaborations also extend across various disciplines within the University and with external partners, including

Cancer Council Victoria, the Behavioural Insights Unit (Victorian Government), the Defence, Science and Technology Group, and the Victorian Collaborative Centre for Mental Health and Wellbeing.

Hosting a diverse community of more than 130 academic, teaching, research and professional staff, the School also includes over 100 honorary staff, 150 tutors and 120 PhD students. In 2023, we saw enrolments exceed 6500 students in undergraduate subjects, in addition to 200 students enrolling in the Graduate Diploma of Psychology, and about 140 students enrolling in fourth-year honours programs and the Graduate Diploma of Psychology (Advanced). A further 130 students were enrolled in various professional graduate programs, while a cohort of 40 students undertook coursework and industry internship opportunities as part of our non-accredited pathway, the Master of Applied Psychology.

Our facilities are dispersed across the Parkville campus, and include the main offices at the Redmond Barry Building, the innovative Melbourne Teaching Health Clinics on Cardigan Street, and research centres in the cutting-edge Melbourne Connect building. Access to extensive teaching spaces ensure an enriching learning experience for the School’s students, promoting academic excellence and fostering personal growth.

The legacy of excellence at MSPS is characterised by pioneering research and unparalleled education within the vibrant community of the University of Melbourne.



The position

The Head of School will ensure through effective leadership that the activities of the Melbourne School of Psychological Sciences advance the implementation of the Advancing Health and Advancing Melbourne 2030 strategies for the faculty and the University. Translating the strategic agenda to meaningful work is key.

The role calls for an ethical and insightful leader capable of aligning teams of academics and professionals locally and globally to collaborate around a common purpose. The leader will foster a values-based culture of innovation and creativity to enhance the research performance of the University and to achieve excellence in teaching and research outcomes.

The successful applicant will be appointed Head of School for five years initially. The appointee will also hold a professorial appointment within the School. The Head of School reports to the Dean and is a member of the Faculty Executive Committee.

The appointee will have:

- A current appointment at the professorial level.
- Proficiency in cultivating a collaborative, high-performance culture, collaborating with the Deanery Executive to integrate initiatives related to innovation and enterprise, career progression, research and teaching partnerships, and engagement with staff and students.
- Demonstrated outstanding international reputation in a field relevant to the School.
- Proven ability to establish successful and impactful international partnerships.
- Skill in navigating complex environments with the utmost integrity.
- A values-based leadership style, with a track record of inspiring others and implementing strategies within local contexts.
- The ability to promote educational and research excellence while ensuring governance and compliance.

If you thrive in collaborative executive roles and are dedicated to working closely with colleagues to achieve successful outcomes, we invite you to apply now.



The Leadership Roles of Melbourne Professors



Melbourne professors make distinguished contributions to shaping and advancing undergraduate and graduate education in their department and faculty, as well as the wider University. As inspirational educators, professors serve as role models and mentors to students and academic staff and lead the achievement of world-class graduate attributes and educational outcomes for Melbourne's students.

The Melbourne professoriate includes professors who are prominent and critically-engaged public intellectuals who make authoritative contributions to government, industry, business and communities that improve society, creating an institutional environment that values and harmonises academic quality alongside societal impact and influence. Melbourne's Enterprise Professors make particular contributions that build the University's engagement with industry, business and government.

Professors of the University of Melbourne may make formal leadership contributions, such as through designated management and governance roles at faculty and University-wide levels. Less formally, all professors are expected to be exemplary leaders of both academic and professional staff. They should actively develop others and actively contribute to the life of the University.

Professors are also expected to uphold and symbolise the highest levels of ethical practice and academic and professional integrity and to serve as role models in their relationships with students, professional staff and academics at all levels.

Examples of professorial leadership include:

- Making important contributions to education policy and practice through influential scholarship on teaching, learning, curriculum and assessment. Providers of expert educational advice to government and peak bodies, many professors influence national and international educational thinking and policy. At the University, professors may build the nexus between education and research, establish curricula and teaching that is engaged with industry, business and communities, create work-integrated learning opportunities and introduce educational innovation.
- Helping early-career academics and the University's students to forge influential research careers of their own. Actively nurturing and developing the research skills of other researchers, professors lead collaborative research teams, secure research grants that build institutional capacity and create opportunities for younger staff to meet and work alongside senior colleagues.
- Leading national and international academic, professional and community organisations and making intellectual contributions of significant value to public discourse, culture and institutions. The University strives to be one of the finest in the world in its engagement with society and commitment to public value, and professors may lead and serve on expert committees, participate in national and international reviews, and lead community engagement and development programs.

Endorsed by: University Appointments and Promotions Committee

Date: February 2024

Working in the Faculty of Medicine, Dentistry and Health Sciences

Our purpose

Our purpose is to make a difference to the health and wellbeing of our communities by collectively meeting the challenges of a changing world.

Our values

In our work, we are guided by our faculty values:

- **Collaboration and teamwork** – we collaborate with each other and our partners to advance health and wellbeing locally and globally. We drive innovation and are open to new perspectives and ideas.
- **Compassion** – we cultivate an environment that is caring and upholds the health and wellbeing of our students and staff.
- **Respect** – we respect the diversity of histories, lived experiences and futures of our students, staff and the communities we serve, and create a safe place to work.
- **Integrity** – honesty, trust, and the highest ethical standards underpin our work and our relationships. We believe in intellectual freedom and the value of diverse cultural knowledges.
- **Accountability** – we are accountable to those we serve for our actions and outcomes and uphold our responsibility for the environment.

Our culture

Our culture is supportive, welcoming, and inclusive.

We are committed to championing diversity, inclusivity, innovation, and excellence in an environment that nurtures our students, staff and honorary community.

We offer the opportunity to be part of initiatives such as the Supporting Women in MDHS program, Women Clinicians in Academic Leadership, Pride in Action network, Indigenous Development network, Early Career Researcher network, Professional Leaders network and our Faculty Administration network. We are continually expanding our networks and initiatives to ensure we provide an environment where our people can thrive.

Safety and wellbeing are top priorities. We want you to feel safe in talking about mental health and trust that bullying, harassment, sexual misconduct and discrimination will not be tolerated.

Benefits can be tailored to best suit your needs and circumstances. Speak with us about how we can support you to become a valued member of our team.

Our strategy

Advancing Health 2030 sets out our bold and ambitious vision to be a global leader in health.

By focusing on the five key themes set out in the University's *Advancing Melbourne 2030* strategy, we aspire to drive excellence and innovation in health, locally and globally.

- **Place** – we will strengthen our health and biomedical precincts as world-renowned centres of best practice and impact.
- **Community** – we will champion inclusivity, innovation and excellence in a supportive environment that allows careers to flourish and our people to share our success.
- **Education** – we will cultivate exceptional graduates that are prepared to drive transformative outcomes in health, research and their communities.
- **Discovery** – we will deepen the excellence and impact of our research, from discovery to translation.
- **Global** – we will address the most important health and research priorities, in partnership, to transform local, Indigenous and global health outcomes.

“Caring for people is at the heart of what we do. Here you’ll find a culture of warmth and belonging, where we embrace and celebrate the diversity of our community. We’re committed to strengthening an inclusive culture that enables our staff and students to reach their full potential.”

Our benefits are above and beyond

Annual leave

Staff receive four weeks of paid annual leave for every 12 months, and 15 days of cumulative personal / carers leave. This can accrue if unused.

Superannuation - you're right, it is 17% p.a.

UniSuper is the super fund of choice for most staff in higher education. Staff are invited to join UniSuper. We pay 17% per annum (the standard general super guarantee in Australia is 11.0% [rising to 11.5% as of July 2024]).

Retirement age - there isn't one!

There is no formal retirement age for staff working at the University.

Salary packaging - we can help you reduce your taxable income

Staff benefits on offer at the University include the opportunity to salary package everything from childcare and additional superannuation to subscriptions to the Melbourne Theatre Company. Benefits can be tailored to best suit individual needs and circumstances, including generous relocation support.

Other benefits

The University is a thriving community. There are many events and activities available to staff during the workday and after hours including free lectures, concerts and performances.

We have several car parks available for staff at reduced rates. You can elect to salary sacrifice or pay on a casual basis per day. If you ride, we have plenty of places for you to lock your bike safely under cover and showers are available.

The University has been recognised as an employer of choice for women and is one of 40 organisations to participate in the Science in Australia Gender Equity (SAGE) pilot program of Athena SWAN in Australia.

Parental and maternity leave

Having a child? (Including adoption)

Exciting news for new parents! Whether you're expecting a child or adopting, our university offers some of the most generous parental leave entitlements in the country. Regardless of how long you've been with us, you'll receive 26 weeks of fully paid parental leave. This applies to both maternity and partner (primary carer) leave. You'll receive a return-to-work bonus to help you transition back smoothly. We also offer concurrent leave, ensuring partners can support each other during this special time. Join our university community and experience unparalleled support for your growing family.

Keeping fit

Staff are encouraged to utilise the facilities on campus. You can participate in a wide variety of fitness programs and activities offered through Melbourne University Sport. There are staff memberships discounts to the fabulous gym, fitness classes and indoor swimming pool.

Our people

The University is committed to providing an intellectually stimulating and personally rewarding workplace which attracts people who are the best in their professional, academic and teaching fields.

Outstanding academic staff are at the heart of the University's teaching, research and engagement endeavours. We are proud of our many staff who have been recognised through prestigious national and international awards and through membership of Australia's learned academics.

Among the scholars of international renown at the University is the winner of the Nobel Prize (Physiology and Medicine) - Professor Peter Doherty and many other public intellectuals and scientific leaders.

Equal opportunity, diversity and inclusion

The University of Melbourne 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. This commitment is set out in the University's Diversity and Inclusion Strategy 2030 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 differences in 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. This will help 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 the University's Advancing Melbourne strategy.



Working at the University of Melbourne

Our University

The University of Melbourne is a friendly, diverse community of students, academics and staff. We are world-renowned for the excellence of our research and for the warmth of our community. Established in 1853, we are a global leader in higher education and bring together the world's best minds to solve globally significant problems.

Our vision is to equip our students with a distinctive, future-facing education personalised around their ambitions and needs, enriched by global perspectives and embedded in a richly collaborative research culture.

Information about our strategic direction, Advancing Melbourne 2020 – 2030, can be found at: about.unimelb.edu.au/strategy/advancing-melbourne.

Our city

Melbourne is the capital city of Victoria and is the second largest city in Australia with a population of more than 5 million people. The Economist Intelligence Unit has rated Melbourne one of the world's most liveable cities based on its education, entertainment, health care, research and development, tourism and sport.

The City of Melbourne municipality, in which the University's main Parkville campus is based, covers 37.7 km² and has a population of more than 159,000 people. It includes the city centre and a number of attractive inner suburbs with thriving communities and businesses.

The City of Melbourne is recognised as Australia's cultural capital with a number of world-class galleries and museums, internationally renowned food and wine regions, and an impressive year-round calendar of events catering for all tastes.

Parkville campus

The Parkville campus provides easy access to cafes, shops and services, libraries with extensive collections, and cultural and sporting facilities. Nearby Lygon Street is home to a huge variety of restaurants and shops while the northern end of the University is adjacent to the popular Princes Park, hosting a range of outdoor activities.

The University is accessible by car, tram and train, with a new on-campus train station (Parkville) currently being built and expected to open in 2025.



Occupational health and safety

All staff are required to take reasonable care of their own health and safety and that of other personnel who may be affected by their conduct.

The OHS (Occupational Health and Safety) responsibilities applicable to positions are published at: safety.unimelb.edu.au/health-and-safety-contacts/responsibilities-of-personnel

These include general staff responsibilities and those additional responsibilities that apply to managers, supervisors and other personnel.



How to apply

For a confidential discussion on this opportunity, please contact the Deputy Managing Director, Alumni Global, Marcus Engeman at marcus.engeman@alumniglobal.com, +61 403 804 418

Or Principal Consultant, Alumni Global, Suzanne Reiger suzanne.reiger@alumniglobal.com, +61 433 796 161

To apply, please visit the microsite: alumniglobal.com/job/head-of-school-melbourne-school-of-psychological-sciences and submit your full Academic CV and a brief cover letter (2 pages maximum) addressing your alignment with the requirements and expectations of this role.

Thank you
for your
consideration



THE UNIVERSITY OF
MELBOURNE

UniMelb On-Demand



Get to know us better
in your own time