



## POSITION DESCRIPTION

Faculty of Medicine, Dentistry and Health Sciences  
The University of Melbourne

# Academic Director - India Engagement

INTERNAL APPLICATIONS ONLY

<b>POSITION NO</b>	#####
<b>CLASSIFICATION</b>	Professor (Level E) or Associate Professor (Level D)
<b>SALARY</b>	0.15 FTE.
<b>SUPERANNUATION</b>	Employer contribution of 17%
<b>EMPLOYMENT TYPE</b>	This position is part time with a time fraction of 0.15FTE. The term for this position is for 3 years, and for internal candidates with a substantive position, will be considered as a secondment.
<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>	Senior Talent Acquisition Team  Email: <a href="mailto:snr-talenacq@unimelb.edu.au">snr-talenacq@unimelb.edu.au</a>  Applications should be no more than 2 pages in length, outlining how the candidate meets the essential criteria and their capability to achieve the key responsibilities of the role. A brief CV should also be attached.
<b>CONTACT FOR ENQUIRIES ONLY</b>	Senior Talent Acquisition Team (HR-related) or Mike McGuckin (Deputy Dean, academic position related)  Email: <a href="mailto:snr-talenacq@unimelb.edu.au">snr-talenacq@unimelb.edu.au</a> or <a href="mailto:michael.mcguckin@unimelb.edu.au">michael.mcguckin@unimelb.edu.au</a>

For information about working for the University of Melbourne, visit our website:  
[about.unimelb.edu.au/careers](http://about.unimelb.edu.au/careers)

## ***Acknowledgement of Country***

The University of Melbourne would like to acknowledge and pay respect to the Traditional Owners of the lands upon which our campuses are situated, the Wurundjeri and Boon Wurrung peoples, the Yorta Yorta Nation, the Dja Dja Wurrung people. We acknowledge that the land on which we meet and learn was the place of age-old ceremonies, of celebration, initiation and renewal, and that the local Aboriginal peoples have had and continue to have a unique role in the life of these lands.

## ***Position Summary***

The Academic Director -India Engagement (AD-IE) has responsibility for fostering the Faculty's engagement with India as an important strategic partner. The AD-IE reports to the Deputy Dean, and is supported by the Faculty international support team and the Manager, International Strategic Relationships. The AD-IE works closely with the Deputy Dean to help deliver on the Advancing Melbourne 2030 and Advancing Health 2030 strategy as it pertains to engagement with India, and to coordinate Faculty activities with those of Chancellery International and the Australia India Institute. The AD-IE supports activities across Faculty Schools, Departments, Centres and Institutes and is responsible for leading engagement with key collaborating organisations in India.

### ***1. Key Responsibilities***

- Work with the Deputy Dean and the Faculty International Team to promote and facilitate new opportunities to strategically engage with India which is a key emerging partner and market for research, education, student recruitment and global impact.
- Lead coordination of India Engagement activities across MDHS and integrate these with Chancellery and the Australia India Institute (All) activities to ensure the faculty maximises its engagement. This will involve representing the faculty in key delegations to India, on the Chancellery India International Engagement Committee, coordinating Faculty activities with the All, and liaising with All, Chancellery and DFAT to ensure maximal focus on strategic funding and partnership opportunities.
- Further develop and expand the Faculty's partnership with Christian Medical College (CMC) Vellore to ensure MDHS academics across Schools, Departments, Centres and Institutes fully capitalise on the potential to collaborate with one of India's leading health training and care institutions. This will include assistance with the joint Health Leaders Program, linking academics, helping facilitate student visitor programs, hosting visits, maintaining good relationships with CMC leadership and making periodic visits to Vellore to bolster the partnership.
- Promote and administer the Sister Mary Glowrey Scholars program to ensure that Departments across the Faculty capitalise on training and collaborative opportunities with various partners across India. This will include overseeing selection, placement, processing and reporting for Sister Mary Glowrey Scholars in University of Melbourne training programs, hosting scholar visits to the university, assisting with raising funds for continuation of the program, and fostering academic partnerships with the Catholic Health Association of India (CHAI).
- Assist at least one team from India to enter the University of Melbourne led regional Indo-Pacific Global Health Case Competition.

## 2. Selection Criteria

### 2.1 ESSENTIAL

- A research doctoral degree or other equivalent qualification in a field relevant to any aspect of the health and well-being research within the Faculty;
- Recognition as an eminent authority in specific area of expertise at the national and international level;
- Extensive experience with engaging and negotiating with international parties to deliver on Faculty strategy and strengthen partnerships;
- Demonstrated ability to engage academic staff and collaborate successfully with senior leadership in a complex environment;
- A record of undertaking research and/or education either in India or with close collaboration with Indian institutions and academics;
- A demonstrated record of academic leadership and provision of effective strategic and innovative direction within an organisation in a complex and changing environment
- Knowledge of the Faculty's key strategic partnerships in India, and the Faculty and University strategies relevant to India engagement;
- Excellent interpersonal and communication skills, with proven success in working collaboratively with diverse stakeholders including with international institutions and their leaders.

## 3. Other Information

### 3.1 FACULTY OF MEDICINE, DENTISTRY & HEALTH SCIENCES

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

The Faculty of Medicine, Dentistry & Health Sciences has an enviable research record and is the University of Melbourne's largest faculty in terms of management of financial resources, employment of academic and professional staff, teaching of undergraduate and postgraduate (including research higher degree) students and the conduct of basic and applied research. The Faculty's annual research revenue is more than \$280m.

The Faculty has a student teaching load in excess of 8,800 equivalent full-time students including more than 2,300 research higher degree students. The Faculty has more than 1,700 Academic staff including more than 1,300 research academics and teaching staff, additionally employing more than 800 professional staff.

Caring for people is at the heart of what we do. Our Faculty **values** guide our ways of working and we are committed to a diverse and inclusive culture that enables our staff and students to reach their full potential. This includes our commitment to progressing gender equity which is aligned with the University's Athena SWAN Bronze Award from SAGE (Science in Australian Gender Equity), and championing the Pride in Action Network, the University's inaugural LGBTQIA+ ally network.

The **Advancing Health 2030** strategy seeks to cultivate exceptional students and graduates that are leaders in their field, equip our graduates with the job-ready skills and attributes to make a positive societal impact, expose our students to the best of health, research and industry

practice, and to develop and train multi-skilled, diverse and inclusive research and innovation leaders.

The Faculty appointed Australia's first Associate Dean (Indigenous Development) to lead the development and implementation of the Faculty's Reconciliation Action Plan (RAP). We continue to build on this to expand opportunities for Indigenous participation in study and academic pursuit, and the training of the next generation of Indigenous health professionals and academics. Indigenous employment, student recruitment and retention, cultural recognition, embedding Indigenous knowledges into our curriculum and building partnerships with the Indigenous community are key areas of development.

Our Indigenous students, teachers and researchers are an asset to this Faculty, adding to our great diversity of expertise and knowledge. Between 2015-2020 the Faculty attracted \$46.2m in research income related to Indigenous health with just over a third (37%) of this research led by an Indigenous CI. The Melbourne Poche Centre for Indigenous health, our Ngurra Jurrajak master's student in-take program, Indigenous teaching and learning community of practice and Indigenous Studies Unit, among others, are working toward understanding, redefining and enabling possibility for Indigenous futures. Indigenous staff numbers are growing in all these areas across Faculty. Our Indigenous scholars and professional staff are represented across our Schools and come together through our Faculty Indigenous Network.

### 3.2 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>

### 3.3 ADVANCING MELBOURNE

The University's strategic direction is grounded in its purpose.

While its expression may change, **our purpose is enduring; to benefit society through the transformative impact of education and research.** Together, the vision and purpose inform the focus and scale of our aspirations for the coming decade.

Advancing Melbourne reflects the University's commitment to its people, its place, and its partners. Our aspiration for 2030 is to be known as a world-leading and globally connected Australian university, with our students at the heart of everything we do.

We will offer students a distinctive and outstanding education and experience, preparing them for success as leaders, change agents and global citizens.

We will be recognised locally and globally for our leadership on matters of national and global importance, through outstanding research and scholarship and a commitment to collaboration.

We will be empowered by our sense of place and connections with communities. We will take opportunities to advance both the University and the City of Melbourne in close collaboration and synergy.

We will deliver this through building a brilliant, diverse and vibrant University community, with strong connections to those we serve.

The means for achieving these goals include the development of the University of Melbourne's academic and professional staff and the capabilities needed to support a modern, world-class university. Those means require a commitment to ongoing

financial sustainability and an ambitious infrastructure program which will reshape the campus and our contribution to the communities we engage with. This strategy, and the priorities proposed, is centred around five intersecting themes; place,

community, education, discovery and global.

## ***4. 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

### **4.1 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>

## ***5. 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:

<https://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.