



POSITION DESCRIPTION

Faculty of Business and Economics

JAMES RIADY CHAIR IN ASIAN BUSINESS OR ECONOMICS

POSITION NO	0024041
CLASSIFICATION	Level E
SALARY	An attractive remuneration package commensurate with qualifications and experience will be offered to the successful candidate
SUPERANNUATION	Employer contribution of 17%
EMPLOYMENT TYPE	Full-time (continuing) position
OTHER BENEFITS	www.hr.unimelb.edu.au/careers/info/benefits
CURRENT OCCUPANT	New
HOW TO APPLY	Online applications are preferred. Go to www.jobs.unimelb.edu.au and use the Job Search screen to find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	<p>Professor Paul Kofman, Dean, Faculty of Business and Economics Tel +61 3 8344 5311 Email fbe-dean@unimelb.edu.au</p> <p><i>Please do not send your application to this contact</i></p> <p>Candidates invited for interviews should read the University Expectations of a Professor prior to interview (http://www.hr.unimelb.edu.au/__data/assets/pdf_file/0008/75329/Expectations.pdf)</p>

For information about working for the University of Melbourne, visit our websites:

hr.unimelb.edu.au/careers
joining.unimelb.edu.au

Position Summary

The Faculty of Business and Economics (FBE) is committed to becoming a world leader in business and economics research, teaching and engagement and is the leading institution in these fields in the Asia Pacific. The Riady Chair is central to our strategy of strengthening our engagement with Asia and the successful candidate will be expected to play a leadership role in building our Asian-focused research, teaching and engagement capacity.

The Faculty will consider applications from candidates with an outstanding research and teaching record in any aspect of Asian business and economics. The Riady Chair may be located in any department in the Faculty and a cross-departmental appointment may also be considered. The successful appointee will support the host department and Faculty's strategic objectives by: engaging in research in his/her discipline; and, publishing in elite international journals and other esteemed scholarly outlets. The appointee will also support the host department and the Faculty's strategic objectives by teaching and administering high quality undergraduate and graduate subjects. There may also be opportunities to develop and deliver high quality executive education programs. It is expected that the appointee will also make a significant contribution to the collegial and intellectual life of the host department and the Faculty.

The appointee will demonstrate academic leadership through mentoring early career colleagues and supervising Honours, Masters, and Doctoral students. The appointee will also be expected at some stage to take on appropriate senior leadership roles in the host department and/or Faculty.

1. Selection Criteria

1.1 ESSENTIAL

- ▶ The capacity to make a significant contribution to furthering the strategic objectives of the host department and the Faculty
- ▶ The ability to enhance the Faculty's engagement with Asia through high-quality research, teaching, and knowledge transfer
- ▶ A distinguished international professional reputation and an outstanding research record in a field or fields relating to any aspect of Asian business and economics
- ▶ The ability to develop strong links with the Australian and the Asian business and/or economics communities
- ▶ The ability to develop strong links with professional groups, other university departments, or external research groups that are interested in Asian business and economics
- ▶ The ability to provide high quality academic leadership in the Faculty's teaching programs
- ▶ The ability to provide high quality academic leadership through supporting and mentoring academic colleagues
- ▶ A demonstrated ability to plan and teach both graduate and undergraduate subjects
- ▶ A demonstrated capacity to provide high quality training and supervision for graduate students
- ▶ A demonstrated capacity to raise funds from competitive grants and other sources to support advanced research
- ▶ A PhD in any appropriate discipline, and
- ▶ Good inter-personal and communication skills

1.2 DESIRABLE

- ▶ The ability to provide high quality academic leadership through the design and delivery of the Faculty's executive education programs
- ▶ A proven record of leading inter-disciplinary research teams
- ▶ Leadership and service to domestic and international professional and scholarly associations, centres, journals, and/or institutes; and
- ▶ A proven record of academic administration

2. *Special Requirements*

- ▶ After hours work may be required from time to time due to teaching timetables and attendance at functions and events
- ▶ Due to the nature of the position, overseas travel may be required

3. *Key Responsibilities*

3.1 RESEARCH

- ▶ Undertake influential research in a field related to Asian business and/or economics
- ▶ Publish in relevant elite refereed journals and also produce high quality books, monographs, reports and refereed conference proceedings
- ▶ Meet the host department's research and publication expectations of a professor in terms of quality and quantity of output
- ▶ Successfully apply for external funding and competitive grants
- ▶ Provide academic leadership in research activities undertaken by other colleagues interested in Asian business and/or economics
- ▶ Periodically present research in a public forum to promote the strategic objectives of the host department, Faculty, and University
- ▶ Meet the University of Melbourne's research "Expectations of a Professor" (see http://www.hr.unimelb.edu.au/__data/assets/pdf_file/0010/379171/ExpectationsOfAProfessor.pdf).

3.2 TEACHING

- ▶ Provide academic leadership in the development of the host department and Faculty's teaching programs
- ▶ Prepare and deliver lectures, seminars, and tutorials including the initiation and development of new subjects and programs
- ▶ Undertake administrative tasks associated with the subjects taught (including marking, assessment, and the management of tutors)
- ▶ Supervise Honours, Masters and PhD students
- ▶ Meet the University of Melbourne's teaching "Expectations of a Professor" (see http://www.hr.unimelb.edu.au/__data/assets/pdf_file/0010/379171/ExpectationsOfAProfessor.pdf)

3.3 LEADERSHIP

- ▶ Further the Faculty's engagement with Asia businesses, government agencies, trades unions, and community organizations
- ▶ Provide academic and administrative leadership within the host department and Faculty's teaching program
- ▶ Support and mentor junior academic staff
- ▶ Manage cross-disciplinary research teams
- ▶ Provide managerial leadership within the host department and Faculty (including administration, financial and human resource management)
- ▶ Contribute to the profession and community through activities such as conference organization and the provision of advice to government/business/community organizations
- ▶ Perform administrative duties within the host department, Faculty, and the wider University
- ▶ Contribute to the collegial and intellectual life of the host department and Faculty
- ▶ Provide service to the University, Faculty, and host department through membership of the Academic Board and its sub-committees
- ▶ Promote the University by participating in appropriate local, national and international organizations and associations
- ▶ Participate in host department and Faculty meetings/committee work
- ▶ Participate in functions promoting the host department and Faculty such as Open Day, Graduation Ceremonies, Seminars, and student recruitment events
- ▶ Undertake other administrative duties as appropriate to the level of appointment
- ▶ Meet the University of Melbourne's leadership "Expectations of a Professor" (see http://www.hr.unimelb.edu.au/__data/assets/pdf_file/0010/379171/ExpectationsOfAProfessor.pdf)

3.4 OCCUPATIONAL HEALTH AND SAFETY

- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 5

4. Other Information

4.1 BUDGET DIVISION

The Faculty of Business and Economics has been a leading provider of business and economics education since 1924. It is committed to research excellence and engagement, the highest quality academic programs, and strongly linked via formal alliances and partnerships to business, government, and the wider community. It has an active advisory board where business leaders, government representatives, and community leaders have a substantial and meaningful role in the implementation of the Faculty's vision. The Faculty has strong connections with leading international universities. These external connections together with its own world class academics,

outstanding professional staff and strong leadership provides the foundation to become the leading business and economics faculty in the Asia Pacific region.

There are approximately 8290 students enrolled in undergraduate and postgraduate degrees within the Faculty. The Faculty is the home of the BCom and BCom (Hons); a much sought after undergraduate degree nationally and internationally. The Graduate School of Business and Economics (renamed in 2010 from the Melbourne Graduate School of Management), offers the full suite of professional masters programs for those with little work experience right through to the experienced executive. It is also the home of leading research masters degrees and the PhD. The Faculty is exploring the options to expand its offerings in Executive Education to ensure that it meets the life-long learning needs of industry, government and the community.

The home of the Faculty of Business and Economics is a new five star energy rated green building recognised and awarded 'Australian Excellence' by the Australian Green Building Council. This state-of-the-art facility features a range of collaborative and individual teaching spaces, open-access laboratories, two lecture theatres (409 and 100 seat) and student break-out areas for informal learning. This is supported by cutting-edge audio visual and information technology to facilitate engagement and interaction for both students and staff.

Organisational structure

Within the Faculty there are five academic departments which are:

- Accounting;
- Economics;
- Finance;
- Management and Marketing; and
- The Melbourne Institute of Applied Economic and Social Research (Melbourne Institute).

There is also a number of student and academic support centres within the Faculty including:

- The Commerce Student Centre (Undergraduates);
- The Graduate School of Business and Economics Student Centre;
- Business and Economics Careers Centre; and
- The Teaching and Learning Unit.

The administrative support services of the Faculty ("Professional Service Units") are centralised within the Business Centre of the Faculty and provide dedicated professional support to the Schools, Departments, Units and Centres. The five PSUs are:

- Finance and Resources (including EHS)
- Human Resources;
- Information Technology;
- Research Support; and
- Advancement, Marketing and Alumni

Further information about the Faculty is available at <http://www.fbe.unimelb.edu.au/>

4.2 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 by the THES among the world's top 50 universities.

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 www.hr.unimelb.edu.au/careers.

4.3 GROWING ESTEEM AND THE MELBOURNE MODEL

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

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 Model. 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.

4.4 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.

4.5 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.

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:

<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.