



# ASSISTANT PROFESSOR (PUBLIC POLICY)

<b>DEPARTMENT/UNIT</b>	Office of the Pro Vice-Chancellor (Indonesia)
<b>FACULTY/DIVISION</b>	Office of the Pro Vice-Chancellor (Indonesia)
<b>CLASSIFICATION</b>	Assistant Professor
<b>DESIGNATED CAMPUS OR LOCATION</b>	Monash Indonesia

## ORGANISATIONAL CONTEXT

---

Monash is a university of transformation, progress and optimism. Our people are our most valued asset, with our academics among the best in the world. You will be part of a university that is made up of inspirational, challenging thinkers and doers – and your work will make a lasting impact. Monash University was founded on the belief that the search for knowledge and the ways to use it never end. Discover more at [www.monash.edu](http://www.monash.edu)

In establishing the Monash Indonesia campus the University is continuing its commitment to being a truly global university. This new Monash campus joins a dynamic network alongside the highly successful Monash University Malaysia, as well as our partnered campuses in Suzhou, China and Mumbai, India.

The campus will make a strong and distinctive contribution to Indonesia's social, economic and technological development. Through the addition of this campus to our global network, Monash is cementing its position as a truly global university focused on making a positive global impact. Indonesia is a key partner for Australia and the University, and we're committed to building our existing, and forging new, lasting relationships.

Monash Indonesia will build and strengthen existing ties between Australia and Indonesia, and offer staff, students, alumni and partners collaborative opportunities with a world top 100 university operating across five countries in the Asia Pacific region. We will pave new pathways for students who desire a global education and be awarded at the conclusion of their studies with a world-class Monash University degree.

## POSITION PURPOSE

---

An Assistant Professor is expected to make significant contributions to the teaching effort of Monash Indonesia and to carry out activities to maintain and develop scholarly, research and/or professional activities relevant to the profession or discipline.

An Assistant Professor (Public Policy) will work towards contributing and supporting the achievement of strategic research and teaching priorities. Consideration for an appointment in this position requires a track record of high quality scholarly activities, undertaken individually and collaboratively.

Monash Indonesia seeks a world-class appointment, capable of driving cutting-edge, grant-based research focused on local and global Public Policy.

**Reporting Line:** The position reports to the Professor/Associate Professor

**Supervisory Responsibilities:** Not applicable

**Financial Delegation:** Yes, in accordance with the University delegations schedule

**Budgetary Responsibilities:** Not Applicable

## KEY RESPONSIBILITIES

---

Specific duties required of an Assistant Professor may include:

1. Preparation and delivery of lectures, seminars, tutorials, practical classes, demonstrations, workshops, student field excursions and clinical sessions
2. Initiation and development of unit and course material
3. Unit and course coordination
4. Contribute to educational innovation
5. Marking and assessment of student work
6. Actively contribute to the conduct of research, including high quality publications and research proposal submissions to external funding bodies
7. Significant role in research projects including, where appropriate, leadership of a research team
8. Supervision of the program of study of postgraduate students engaged in course work and research projects
9. Involvement in professional and engagement activity
10. Participation in group meetings, planning and committee work
11. Participate and contribute to Faculty administrative matters, including committees and other administrative roles as required
12. Work in a collegiate manner with other staff in the workplace
13. Other duties as directed from time to time

## KEY SELECTION CRITERIA

---

### Education/Qualifications

1. The appointee will have:
  - A doctorate in the relevant discipline area

### Knowledge and Skills

2. Proven ability, commitment and passion for engaging in scholarly and research activities
3. Demonstrated publication record in high-quality refereed journals, conferences, equivalent textbooks or teaching resources
4. Demonstrated ability in undertaking high quality research and contributing to and building research teams and projects, and a developing record of obtaining external grants for research

5. Demonstrated record of successfully supervising postgraduate research students
6. Ability to work positively and cooperatively with students, internal and external teams and external organisations
7. Possess a high level of interpersonal skills and demonstrated ability to work independently and as part of a team across both the education and service sectors
8. Demonstrated strong record of teaching experience and educational innovation in a tertiary environment including course coordination
9. Demonstrated ability to motivate, actively engage and educate a given audience
10. Demonstrated experience and willingness to contribute to committees, leadership and administrative roles
11. A demonstrated capacity to work in a collegiate manner with other staff in the workplace

## **OTHER JOB RELATED INFORMATION**

---

- Willing to travel as required
- There may be a requirement to work additional hours from time to time
- There may be peak periods of work during which taking of leave may be restricted
- This position will require a successful National Police Record check
- This position will require a successful Medical check

## **GOVERNANCE**

---

Monash University expects staff to appropriately balance risk and reward in a manner that is sustainable to its long-term future, contribute to a culture of honesty and integrity, and provide an environment that is safe, secure and inclusive. Ensure you are aware of and adhere to University policies relevant to the duties undertaken and the values of the University. This is a standard which the University sees as the benchmark for all of its activities in Australia and internationally.