



Pro Vice-Chancellor (Research)

Position No. 209/012

Information for Candidates

UNIVERSITY OF NEW ENGLAND



PRO VICE-CHANCELLOR (RESEARCH)

UNE is seeking an outstanding senior manager with a strong research background to provide strategic leadership for the development and delivery of research outcomes across the University. With a direct reporting line to the Deputy Vice-Chancellor, the Pro Vice-Chancellor (Research) supports the development and implementation of strategies towards an increased level of research activity and output across the University, high quality outcomes in research and research training, and facilitation of collaboration between staff and institutions. This role involves working closely with the Pro Vice-Chancellors and Deans of the two Faculties, the Research Directors in each Faculty, Heads of Schools, the Chief Development Officer, and Directors of major research centres at the University.

The successful appointee will have responsibility for the UNE Research Management Plan, and oversight of the policy framework that supports the University's R&D effort. The successful appointee will liaise with government and non-government research agencies and institutions, will work with the Academic Board and Chair its Research Committee, and will oversee the recording and reporting of the University's research activity to the government, Academic Board and University Council.

The position is initially available for a fixed term period of five years, renewable by mutual agreement. A competitive remuneration package is on offer which, combined with the outstanding lifestyle in Armidale as a sophisticated regional city in the beautiful New England region, makes this a very attractive opportunity.

Enquiries about the position may be directed to Professor Graham Webb, Deputy Vice-Chancellor, phone: (02) 6773 3896 or email dvc@une.edu.au. For further information about Research at UNE visit: <http://www.une.edu.au/about/research/>

Closing Date: 9 March 2009

Reference No: 209/012

The University reserves the right to invite expressions of interest from appropriate persons or not to make an appointment.

An application package, including selection criteria that must be addressed, may be obtained from <http://www.une.edu.au/recruit> or by phoning Human Resource Services, (02) 6773 3972.

Applications will be received up to 5pm on the closing date.

Equity principles underpin all UNE policies and procedures.
<http://www.une.edu.au>

Pro Vice-Chancellor (Research)

Position Statement

Equity principles underpin all UNE policies and procedures. The University is committed to EEO principles and values cultural diversity and recognises that all its employees have a contribution to make in ensuring an equitable and harmonious working environment.

DEPARTMENT: Office of the Deputy Vice-Chancellor

POSITION TITLE: Pro Vice-Chancellor (Research)

REPORTS TO: Deputy Vice-Chancellor

DATE: September 2008

DIMENSIONS OF POSITION

The Pro Vice-Chancellor (Research) will provide strategic leadership for the development and delivery of research outcomes across the University.

The Pro Vice-Chancellor (Research) will have responsibility for the UNE Research Management Plan and will have oversight of the policy framework that supports the University's research effort. The policies include regulation of the ethical conduct of research, monitoring of research expenditure in accordance with funding agency or Government regulations and issues in relation to postgraduate research students.

The position will have line management responsibility for the University's Research Services Directorate, the Dean of Graduate Studies and other organisational units as determined by the Vice-Chancellor. The Pro Vice-Chancellor (Research) will also be responsible for the development and execution of research contracts, the management of intellectual property and commercialisation of discoveries, including working with the University's Legal Office in regards to contracts of a commercial nature. In addition, the Pro Vice-Chancellor (Research) will coordinate the reporting of research activity, as well as internal reporting of research and other consultancies undertaken by staff in accordance with University policy. A major responsibility of the position is to develop and implement strategies that will lead to an increased level of research activity and output across the University.

The position reports to the Deputy Vice-Chancellor and the appointee will provide support and advice to the Vice-Chancellor, the Deputy Vice-Chancellor, the Chief Operating Officer, the Chief Development Officer, the Pro Vice-Chancellor (Academic), the Pro Vice-Chancellors and Deans and the University on all matters relating to the portfolio. The appointee will work closely with the Pro Vice-Chancellor and Deans, who supervise the University's two Faculties, their Research and Academic Directors, and the ten Heads of Schools. The appointee will also work closely with the Chief Development Officer as well as the Directors of major research centres at the University in regard to marketing of the University's research programs and activities and recruitment of postgraduate research students. The Pro Vice-Chancellor's other major responsibilities include

liaising with Government and non-government research agencies and institutions and working with the Academic Board and Chairing its Research Committee.

POSITION OBJECTIVES

The Pro Vice-Chancellor (Research) will:

- provide general strategic leadership and support for research which results in increased levels of research income and outputs for the University.
- together with the Pro Vice-Chancellor and Deans and Heads of Schools, ensure that the Schools and Research Centres deliver consistently high quality outcomes in research and research training.
- ensure that infrastructure and support services for students and academic staff facilitate high quality research.
- oversee the recording and reporting of the University's research activity and the presentation of reports to the Government, Academic Board and University Council.
- work with the Pro Vice-Chancellor and Deans in the development of research programs involving UNE and other domestic and international partners and ensure that the University can meet its obligations in these programs.
- ensure that the University community is aware of funding opportunities to support research, and to facilitate the preparation of high quality applications to competitive schemes.
- ensure that the University's involvement in Cooperative Research Centres and other multi-partner arrangements operate effectively and will benefit UNE.
- secure new opportunities for funding or other support of research at UNE.
- coordinate and facilitate internal and external reward and recognition programs for academic and support staff in the area of the portfolio.

ACCOUNTABILITY

The position reports to the Deputy Vice-Chancellor and is part of the senior management team. The appointee will be expected to contribute to the achievement of strategic objectives of the University, particularly by providing leadership and strategic directions across the University in research. The setting and assessment of Key Performance Indicators for the position will be determined annually by the Deputy Vice-Chancellor with reference to the Objectives and Duties of the position.

The Pro Vice-Chancellor (Research) will manage the budget for the portfolio which will include allocations for each of the administrative and support units in the portfolio. Meeting budget targets will be a key result area of the position. The Pro Vice-Chancellor (Research) will be responsible for determining policies governing the allocation of research funds in the University and will participate in other processes to assist in the strategic support of new initiatives.

DUTIES

Consistent with the University's strategic plan and directions:

1. Provide leadership in the University as a member of the senior management team and particularly to provide advice on the directions and strategy for research, as well as making a major contribution to policy development.
2. Oversee the operations and support of ethics review committees and other policies and procedures governing the proper conduct of research.
3. Chair the Academic Board's Research Committee and Chair or be a member of other committees, including Promotions Committees.

4. Participate effectively in other relevant committees, advisory bodies or Boards related to research activities as well as participate in such University-wide committees and working parties as may be required.
5. Develop and implement appropriate governance and management arrangements for existing and emerging areas of research strength, and assist in the management of areas of low performance.
6. Ensure that appropriate infrastructure and other support is available for academic staff and for on-campus and off-campus research students through the Schools, Centres, centralised shared facilities and the University Libraries.
7. Liaise with other portfolios on
 - the development of infrastructure and facilities that will promote excellence and outcomes in research,
 - marketing of UNE's research strengths and profile, and
 - development of links with relevant research funding agencies and collaborating institutions, including with industry.
8. Lead and motivate academic staff to conduct research that is of high quality and impact and that will bring benefit to the University.
9. Provide support, where appropriate, that will foster a creative and innovative approach to collaborative research.
10. Establish mechanisms to ensure recognition of and rapid response to developments in research, manage the University's portfolio of intellectual property, and oversee the appropriate commercialisation of intellectual property.
11. Seek and establish funding agreements with industry and other partners as appropriate to enhance overall research activity and specific identified areas of strength.
12. Provide effective leadership to and be responsible for the portfolio of the Pro Vice-Chancellor (Research) and the budget for that portfolio.
13. Be responsible for the appointment, management and development of staff reporting to the position, particularly the Dean of Graduate Studies, to ensure that agreed strategic objectives are achieved.
14. Manage the performance of staff reporting to the position.
15. Represent the Deputy Vice-Chancellor at his/her discretion, and undertake such other activities as the Deputy Vice-Chancellor or Vice-Chancellor may require.

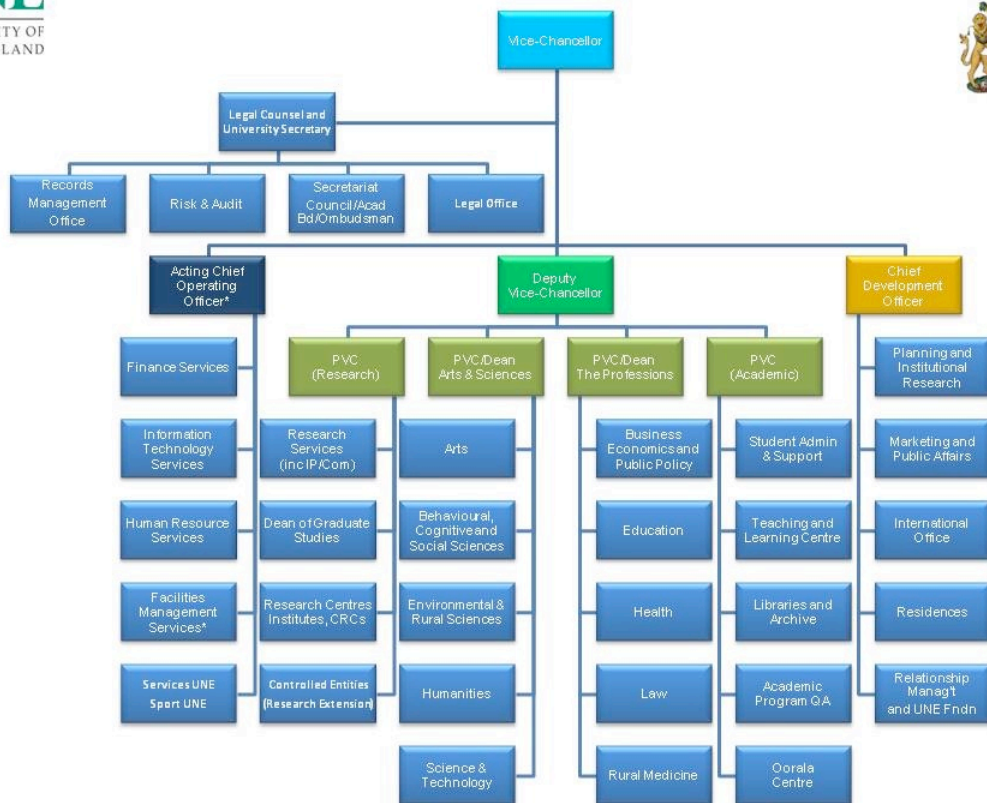
Pro Vice-Chancellor (Research)

Selection Criteria

1. Appropriate academic qualifications and experience for a professorial appointment.
2. Demonstrated leadership in forming effective relationships with external funding agencies, industry and other potential partners in research.
3. Proven high level leadership skills and the ability to build effective teams.
4. Demonstrated knowledge of, and experience in coordinating and having management oversight of diverse research activities, including management or intellectual property and commercialisation of intellectual property.
5. Demonstrated extensive experience and expertise in implementing research quality assessments.
6. Outstanding interpersonal and communication skills including a demonstrated ability to consult, negotiate and interact with staff and external organisations.
7. Demonstrated ability to represent the University at external forums.
8. Demonstrated senior management skills including resource management, budgetary control and supervision of staff.
9. Demonstrated experience in establishing and maintaining quality assurance processes including monitoring their effective implementation.
10. Demonstrated experience in strategic policy development.
11. Demonstrated experience in supervision of postgraduate research programs.
12. Demonstrated understanding of, and commitment to, OH&S, Risk Management, Quality Assurance and EEO principles as they relate to this position.

Pro Vice-Chancellor (Research)

Organisational Position



Applications

Thank you for your interest in this position. If you wish to proceed with an application, the following information is provided to assist you in the process. In addition to the Application Cover Sheet, which can be downloaded separately, your application should include the following:

- A statement in relation to each selection criterion that clearly demonstrates the extent to which you satisfy the criteria.
- A curriculum vitae
- A list of publications, including grant successes and consultancies

Lodging your Application

Electronically – jobapplication@une.edu.au

or

By Mail –

The Recruitment Officer
Human Resource Services
University of New England
Armidale NSW 2351
Australia

or

By Fax – +61 2 6773 3404

Enquiries and Further Information:

If you wish to discuss the position in confidence, you may contact:

Professor Graham Webb
Phone: +61 2 6773 3896,
Email: dvc@une.edu.au

Closing Date:

The closing date for applications 5.00pm, 9 March 2009

Information on UNE and Armidale

University of New England

<http://www.une.edu.au/>

Research at UNE:

<http://www.une.edu.au/about/research>

About the University:

<http://www.une.edu.au/about/une/>

Campus Information and Maps

<http://www.une.edu.au/campus/campinfo.htm>

UNE Strategic Plan and Sub-plans

<http://planning.une.edu.au/planning/>

UNE Organisational Chart – 2007-2010

<http://www.une.edu.au/planning/OrgChart2008.pdf>

UNE Statistical Overview

<http://planning.une.edu.au/Statistics/overview/>

Information for Staff

<http://www.une.edu.au/for/staff/>

About Armidale and the New England Region:

<http://www.une.edu.au/about/une/location.php>

<http://www.armidaletourism.com.au/>

Information for Overseas Applicants

http://www.une.edu.au/recruit/app_info/overseas.php

UNE Experience Magazine – Summer 2008 Edition

<http://www.une.edu.au/mpa/communications/magazine/current.pdf>

UNE Travel and Removal Policy

<http://www.une.edu.au/policies/pdf/travelremovalassistance.pdf>

Armidale Real Estate Agents

http://www.une.edu.au/recruit/app_info/realestate.php

Education and Childcare

http://www.une.edu.au/recruit/app_info/education.php