

Head of Program - Education

POSITION NUMBER	951725
COLLEGE	College of Arts, Business, Law, Education, Early Childhood Education and Information Technology (CoABLEIT)
PROGRAM	Education
LOCATION/CAMPUS	Footscray & Nicholson campuses primarily and may need to work from other campuses requisite with the role and VU requirements.
CLASSIFICATION	Level D

OVERALL PURPOSE

The overall purpose of the Head of Program position is to lead all aspects of delivery of our Education Programme area, including teaching and learning, to the support and development of program staff within the College of CoABLEIT, and to support the College Leadership Team in developing the Education Programme area.

People who identify as Aboriginal and/or Torres Strait Islanders are particularly encouraged to apply for this role and can seek support or assistance from the Director of the University's Moondani Balluk Indigenous Academic Unit.

The role will include active participation in decisions relating to program and resource development, budgetary allocations for courses offered within Programme Area, oversight and coordination of all activities to ensure the development and proliferation of these disciplines and the program overall.

The Head of Program will be expected to represent the Program and VU in external forums where detailed knowledge of the curriculum is required. The successful incumbent will have obtained recognition as an authority in the discipline, will have achieved distinction at the national level and international level in a field relevant to the Education Programme. They will provide leadership in developing the research and teaching profile of program staff at Victoria University both internally and externally with the wider community by actively engaging with academics, governments, industry and development partners within Australia and internationally.

The appointee will be someone with energy who is innovative, progressive and collaborative in the way they work. They will be an excellent communicator who provides program and people leadership, collaborates well with others across the College and broader University. The Head of Program Education will ensure the strength of the discipline in the University by leading and mentoring program staff, providing strong research leadership and mentorship of the program staff and interactions with key stakeholders. They will be required to identify the strengths of the Education Programme at Victoria University, and then work with the staff and research leaders in the University to shape and strengthen the research focus of the Education Programme at Victoria University. The successful incumbent will personally seek external competitive grants, publish high

quality research, and undertake postgraduate supervision.

ORGANISATIONAL ENVIRONMENT

Victoria University has a bold and ambitious new vision and a seven-year strategic plan characterised by five strategic drivers. Victoria University's Strategic Plan 2022-2028, Start Well, finish brilliantly, also commits the University to the bold ambition to be a global leader in dual sector learning and research by 2028.

VU has innovated a new pedagogic and curriculum approach: the VU Block Model. This, along with the VU First Year College, has been one of the leading learning and teaching innovations in the Australian tertiary education sector over the past decade. Our embedded VU Polytechnic is a leading TAFE provider, renowned for its industry collaboration and its digital innovation in delivery. As a result, Doing Dual Differently is one of our five core drivers and points of uniqueness.

At Victoria University, our research is focused on the development and sustained application of ethical knowledge in all its forms, done in partnership and collaboration, to address the challenges of people, places and planet. In 2022, VU launched its Research and Impact Plan 2023-2028 and is one of the top ten sports science universities in the world with more recent, yet equally profound, achievements in health sciences; immunology; green engineering; the circular economy; and First Nations

STRATEGIC DRIVERS

To achieve our vision, we have identified five Strategic Drivers, with a high-level objective, and the goals to get us to our 2028 target. Our vision is big and ambitious. It is also achievable.

1. Doing Dual Differently
2. Partnering with Principle
3. Maximising Research with Impact
4. Protecting Country
5. A Thriving Place to Study and Work

VISION

To be a global leader in dual sector learning and research by 2028.

PURPOSE

Victoria University emboldens its people to design their future and has a deep commitment to Protecting Country.

MAJOR CHALLENGES / FREEDOM TO ACT

This position reports to and receives broad direction from the Executive Dean and operates within the

University policies, procedures and guidelines. The incumbent will take on the role as Head of the Program for at least an initial 5-year term.

This role sits within the within the College of CoABLEIT. VU's mission is to empower students from diverse countries and cultures, socioeconomic and educational backgrounds, to be successful lifelong learners, grow their skills and capabilities for the changing world of work. Students will grow to be confident, creative, ethical, and respectful, local and global citizens.

The operations of the Education Programme courses and this position are currently located at the Footscray and Nicholson Campuses of the University though this position may be relocated to any other existing or future University work location. It is expected that staff travel to various campuses for meetings, teaching classes and other required activities as necessary.

Victoria University is a progressive and rapidly developing organisation operating in a local and international context. An increasingly competitive research sector, combined with the effects of changing domestic and international markets in higher education, will require the successful applicant to be creative, resourceful, and culturally sensitive. A key challenge for the incumbent will be to promote excellence in teaching and learning, scholarship, and research in undergraduate and graduate programs in an area relevant to nursing. The appointee will also be expected to contribute to the development of strong relationships that link the area with relevant external professional, industrial, and government organisations.

MAJOR DUTIES PERFORMED

In performing the following duties the incumbent is required to comply with quality assurance policies and procedures, and other relevant legislative requirements applicable to the University.

The major duties performed are:

1. Lead research productivity through attracting significant competitive and non-competitive funding, including industry funding and generating high impact publications in high status upper quartile peer reviewed journals
2. Undertake Head of Program leadership and other responsibilities as required.
3. Take a leadership role in the development, implementation and evaluation of the Education undergraduate and postgraduate curriculum, particularly with respect to Education Programme accreditation of courses.
4. Contribute to the strategic directions of the College of CoABLEIT and the role of Head of Program within it.
5. Develop and maintain a strong network of industry contacts to foster collaboration in teaching, research and professional practice.
6. Work with other staff in the University and College including (but not limited to) the College Leadership Team to ensure that University policies are reflected in all relevant Education Programme activities and thus are effectively delivered.
7. Prepare and deliver teaching materials as required for block delivery, lectures, workshops and tutorials using innovative approaches.

8. Initiate, develop and conduct high quality research projects in collaboration with research leaders in the University, university industry partners and other external organizations.
9. Undertake research supervision of higher degree by research students according to expertise and interests.
10. Provide leadership, coaching and mentoring to Academic and Professional staff within the reporting or requirements of the role to ensure the effective delivery and operation of the Program and College requirements in helping create and sustain a Thriving Place to Study and Work.
11. Identify, assess, prioritise and control risks to the health and safety of staff, students, visitors and contractors to the environment arising from the operation of the area under their responsibility, and ensure that a safe system of work is developed and followed through appropriate training, supervision and monitoring in line with the annual OH&S Plan.

SELECTION CRITERIA

Essential

1. Doctoral qualification in an area relevant to Education (or equivalent)
2. Has demonstrable recognition as an authority in Education (or cognate disciplines) and meets the MSAL of their level of appointment.
3. Demonstrated capacity to lead, mentor, supervise and motivate others
4. Demonstrated track record in securing external funding from government, industry and/or community organisations to support research, education and/or consultancy projects.
5. A track record of publications in quality peer-reviewed journals.
6. Demonstrated capacity to effectively manage collaborative research and/ or teaching and learning relationships with external partners.
7. Experience and demonstrable excellence in the development, teaching and coordination of innovative academic programs in the higher education sector.
8. Demonstrated capacity to successfully supervise postgraduate research students.
9. Evidence of collaborations and a collaborative approach to learning and teaching and/or research
10. Evidence of the ability to set up and nurture networks within academia, industry, government and community.

11. Hold, or eligible for, a Working with Children Check Card and all other mandatory requirements, including full COVID-19 vaccination.
12. Awareness of OHS responsibilities and willingness to attend OHS training as required.

Desirable

1. Experience in leading teams of academic staff.
2. Experience in development and accreditation processes for relevant courses.
3. Experience in developing learning environments and teaching in online and blended learning formats.

VU seeks to attract a diverse workforce regardless of gender identity, ethnicity, sexual orientation, disability and age. Applicants are encouraged from all sectors of the community, and we strongly encourage applications from the First Nations community.