



**Information for Candidates**

**ACADEMIC POSITIONS**

**LECTURER TO PROFESSOR**

***SCHOOL OF ORGANISATION AND MANAGEMENT***

**REF 7238 (Lecturer/Senior Lecturer)**

**REF 7239 (Associate Professor/Professor)**

**JUNE 2010**

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THE UNIVERSITY OF NEW SOUTH WALES  
THE SCHOOL OF ORGANISATION AND MANAGEMENT  
THE AUSTRALIAN SCHOOL OF BUSINESS  
**LECTURER – PROFESSOR POSITIONS**  
**REF 7238 (LECTURER/ SENIOR LECTURER)**  
**REF 7239 (ASSOCIATE PROFESSOR/PROFESSOR)**

The Australian School of Business at the University of New South Wales (UNSW) is one of Australia's leading business schools where value is placed on high quality research, student-centred learning, close industry links, and program internationalisation.

In continuing to build an outstanding group of academics, the School of Organisation and Management is seeking to appoint exceptional scholars with a proven research and teaching record or with high potential to succeed in publishing, teaching and university service. The School is looking to appoint several persons at academic levels from Lecturer to Professor in any of the following areas: Human Resource Management; Industrial Relations; International Business; Organisation Theory and Organisational Behaviour. Sociologists of Work and Organisations are also welcome to apply.

Current salary base rates are as follows: Lecturer – A\$80,028-\$94,344; Senior Lecturer – A\$97,203 - \$111,519; Associate Professor – A\$116,289-127,737; Professor – A\$148,732. Substantial salary supplements will be paid to successful candidates.

The School of Organisation invites scholars across all academic levels to express interest in working within these fields.

Interested applicants will need to refer to the "Information for Candidates" document which indicates requirements to lodge an application. If this is not included below it is available by searching on <http://www.unsw.edu.au/> or <http://www.business.unsw.edu.au>

Appointments at the level of Lecturer and Senior Lecturer will usually be on a five-year contract with the possibility of a continuing contract thereafter. Appointments at Associate Professor and Professor level will be on a continuing contract. The University reserves the right to invite applications and to make part-time appointments.

Closing date: **31<sup>ST</sup> July, 2010**

**THE UNIVERSITY OF NEW SOUTH WALES**  
**ACADEMIC POSITIONS – LECTURER TO PROFESSOR**  
**SCHOOL OF ORGANISATION AND MANAGEMENT**  
**AUSTRALIAN SCHOOL OF BUSINESS**

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## **LECTURER**

### **Job Purpose**

A Lecturer is expected to make teaching and research contributions at a world-class level and contribute continual professional service relevant to the profession or discipline.

### **Duties**

Duties required of a lecturer include:

- Preparation and delivery of lectures or seminars
- Initiation and development of subject material
- Acting as subject coordinators
- Conduct research
- Involvement in professional activity
- Development of course material
- Marking and assessment
- Consultation with students
- A range of administrative functions
- Membership of UNSW committees

Teaching may be required in Australia and also overseas. Supervision of instructors may also be involved. On occasion, team teaching may be undertaken. Teaching may be across the Award Programs of the Australian School of Business, e.g., under-graduate, post-graduate, the full-time MBA and the MBA(Executive).

### **Reporting Relationships**

Lecturer reports to the Head of School, Organisation and Management, UNSW.

### **Selection Criteria**

#### **Essential Criteria for Lecturer:**

- A PhD or near completion in an Organisation & Management sub-discipline (e.g. Human Resource Management; Industrial Relations; International Business; Organisation Theory and Organisational Behaviour).
- Demonstrated capacity to conduct research
- A record for high quality teaching at undergraduate or postgraduate level
- Capacity to contribute to administration in an academic environment
- Capacity to interact with business and professional organisations
- Understanding of equity and diversity principles
- Knowledge of occupational health and safety responsibilities and commitment to attending relevant occupational health and safety training

### **Desirable Criteria for Lecturer:**

- Evidence of extensive professional connections with international scholars
- Demonstrated ability to teach and coordinate a range of courses across postgraduate award programs
- Demonstrated active contribution to the nominated research field through international journal reviewing, conference participation, and other channels of research dissemination.

## **SENIOR LECTURER**

### **Job Purpose**

A Senior Lecturer is expected to make significant contributions to the teaching effort of a school, faculty or other organisational unit or an interdisciplinary area. An academic at this level is also expected to play a major role in scholarship, research and/or professional activities.

### **Duties**

Duties required of a senior lecturer include:

- Initiation and development of course material
- Course coordination
- Preparation and delivery of lectures and seminars
- Conduct research
- Significant role in research projects including, where appropriate, leadership of a research team
- Involvement in professional activity
- Consultation with students
- Broad administrative functions
- Marking and assessment
- Membership of UNSW committees

Teaching may be required in Australia and also overseas. Supervision of instructors may also be involved. On occasion, team teaching may be undertaken. Teaching may be across the Award Programs of the Australian School of Business, e.g., under-graduate, post-graduate, the full-time MBA and the MBA(Executive). Teaching may also be required on the M.Phil and PhD programs.

### **Reporting Relationships**

Senior Lecturer reports to the Head of School, Organisation and Management, UNSW.

### **Selection Criteria**

#### **Essential Criteria for Senior Lecturer:**

- A PhD in an Organisation & Management sub-discipline (e.g. Human Resource Management; Industrial Relations; International Business; Organisation Theory and Organisational Behaviour).
- Capacity for academic leadership
- A significant record of achievement in independent research
- A significant record of high quality teaching at postgraduate level
- Demonstrated achievement in academic administration
- Demonstrated capacity to interact successfully with business and professional organisations

- Ability to implementing equity and diversity policies and programs
- Knowledge of occupational health and safety responsibilities and commitment to attending relevant occupational health and safety training.

**Desirable Criteria for Senior Lecturer:**

- Evidence of extensive professional connections with international scholars
- Demonstrated ability to teach a range of courses across postgraduate award programs
- Demonstrated ability to coordinate large undergraduate or postgraduate classes
- Ability to lead a team of sessional or casual teaching staff
- Demonstrated active contribution to the nominated research field through international journal reviewing, conference participation, and other channels of research dissemination

## ASSOCIATE PROFESSOR

Associate Professors will build the School's capacity by contributing to leadership in the School of Organisation & Management, undertaking high quality research, and developing the School's curriculum and teaching.

**Duties required of an Associate Professor include:**

- Conducting high quality research; publishing results in leading international journals and books
- Significant involvement in research projects including, where appropriate, leadership of a research team
- Providing leadership by helping shape courses offered, mentoring and development of staff, and fostering research
- Supervision of postgraduate research students
- Prepare and deliver course material including marking and assessment
- Conduct lectures, seminars, tutorials and workshops
- Consultation with students, fostering student learning
- Liaising with the external community to promote the discipline

**Reporting Relationships**

Associate Professor reports to the Head of School, Organisation and Management, UNSW.

**Selection Criteria:**

- Phd in an Organisation & Management sub-discipline (e.g. Human Resource Management; Industrial Relations; International Business; Organisation Theory and Organisational Behaviour).
- An excellent record of research and publication in the nominated research field
- A record of effective academic leadership
- A record of success in attracting research grants, and successful interaction with relevant corporate and/or government officials
- A record of achievement in administration in a tertiary institution.
- Successful experience in supervising post graduate students
- Demonstrated commitment and ability to provide mentoring to junior staff members
- Willingness and capacity to implement required Occupational Health & Safety policies and safe work practices
- Demonstrated commitment to implementing equal opportunity policies and programs

## PROFESSOR

Professors will build the School's capacity by contributing to leadership in the School of Organisation & Management, undertaking high quality research, and developing the School's curriculum and teaching.

### **Duties required of a Professor include:**

- Conducting high quality research; publishing results in leading international journals and books
- Significant involvement in research projects including, where appropriate, fostering the research of other groups and individuals within the School
- Providing leadership by helping shape courses offered, mentoring and development of staff, and fostering research that addresses wider managerial issues
- Supervision of postgraduate students
- Conducting lecturers, seminars, tutorials, and workshops
- Consultation with students, fostering student learning
- Development of education and research policy
- Making a distinguished personal contribution to teaching at all levels
- Playing an active role in the maintenance of academic standards
- Providing leadership in community affairs, particularly in areas related to the discipline

### **Reporting Relationships**

Professor reports to the Head of School, Organisation and Management, UNSW.

### **Selection Criteria:**

- A PhD in an Organisation & Management sub-discipline (e.g. Human Resource Management; Industrial Relations; International Business; Organisation Theory and Organisational Behaviour).
- A distinguished record of research and publication in the nominated research field
- Strong evidence of academic leadership
- A strong record of success in attracting research grants and demonstrated successful interaction with relevant industry officials
- Evidence of excellence in teaching
- A record of achievement in administration in a tertiary institution.
- Successful experience in supervising post graduate students
- Demonstrated commitment and ability to provide mentoring to junior staff members
- Willingness and capacity to implement required Occupational Health & Safety policies, safe work practices, and equal opportunity policies and programs



# Method of Application

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**Step 1:** closely read this document

**Step 2:** complete the **Application Summary Form** (see below)

**Step 3:** compile your application which should include two key documents, as below:

- 1 **Application documentation:** Please provide a letter of application of no more than two pages which demonstrates:
  - Your superior research and future research plans,
  - Excellent teaching and areas of teaching interest and
  - Substantial accomplishments in service
  
- 2 **Resume:** that covers the following areas:
  - Educational qualifications and professional affiliations that detail the full title of the qualification, the year awarded and the title of the institution attended;
  - Employment history in chronological order, starting with current position and specifying dates of employment, title of each position, name of employer, main duties or accountabilities and achievements; and
  - The names and contact details (address, telephone, fax and e-mail) of three referees, including if possible a senior person (preferably your supervisor or the head of your organisational unit) closely associated with your current work.
  - Your Curriculum Vitae noting your research field(s) and current interests, publications (full list as attachment with three most significant marked with an asterisk), research grants awarded and, if applicable, details of teaching evaluation

**Step 4:** email your application as requested above to [seniorads@unsw.edu.au](mailto:seniorads@unsw.edu.au)

**Step 5:** you will receive an application acknowledgement letter from the Senior Appointments Unit.

**Step 6:** if your application is short-listed, you will be contacted by an Appointments Officer to arrange for an interview that will be conducted in person or by webcast.

**Please note**

- Applications should be typed and sent by email
- Retain a copy for your reference as the University does not return copies to applicants.



# Application Summary Form

Please complete this form so that it can be read independently of your resume.

Please indicate whether you agree to faculty, other than those directly involved in the selection process, knowing that you are an applicant for this position.		Yes	No
Where did you see this position advertised?			
REF NO.			
POSITION SOUGHT			
AREAS OF RESEARCH SPECIALISATION(S) Please tick	<input type="checkbox"/> Organisation Theory <input type="checkbox"/> International Business <input type="checkbox"/> Organisational Behavior <input type="checkbox"/> Human Resource Management	<input type="checkbox"/> Sociology of Work/Organisations <input type="checkbox"/> Industrial Relations <input type="checkbox"/> Other (please specify)	
NAME			
ADDRESS			
Are you an Australian Citizen or Permanent Resident?		YES	NO
E-MAIL ADDRESS			
DATE OF BIRTH (OPTIONAL)		GENDER	FEMALE      MALE
CONTACT DETAILS	<i>Work, Home &amp; Mobile</i>		
	<i>Email address</i>		
INTERNAL APPLICANTS			
<i>Staff Number:</i>	<i>Position Title:</i>	<i>School/Department:</i>	
EXTERNAL APPLICANTS			
<i>Current Employer</i>	<i>Current Position Title</i>	<i>Period of Employment</i>	
Have you ever been a student or previously employed by UNSW? If so, please indicate your previous ID number.			
REFEREES (full postal address, telephone, facsimile number, and e-mail address required). These persons will not be contacted without your express permission			
Name	Position	Contact Details	
1.			
2.			
3.			

## School of Organisation and Management

The School of Organisation and Management (O&M) is a multi-disciplinary unit comprising 34 full-time academics. Our mission is to conduct high quality applied research and to prepare students for leadership in diverse organisational settings. Our main areas of research and teaching include: Organisational Behaviour, International Business, Human Resource Management, Industrial Relations, and Social and Psychological aspects of Management.



**Associate Professor Julie Cagin**

Our research focuses on the leading journals using a variety of theoretical and methodological approaches. We are particularly interested in developments in the Asia-Pacific region. The School organises an exciting Visitors program that attracts leading scholars from around the world. Our seminar program also showcases the latest research. We aim to maintain an intellectually stimulating and supportive research culture.

**Head of School, O&M**

Funding for recent projects has been from diverse sources including the prestigious Australian Research Council (ARC), and key public and cooperative bodies.

The School is a leading postgraduate research institution, nationally and in the Asia-Pacific region. We offer postgraduate research students a number of avenues for further study. Students can undertake a Masters of Philosophy in Employment Relations, Human Resource Management, Organisation Behaviour and International Business. There are currently 36 PhD and 2 M. Phil students who may conduct their research in conjunction with faculty working in three research centres associated with the school.

### **Accelerated Learning Laboratory (ALL)**

The ALL program is uniquely placed to produce high quality, innovative research. Its groundbreaking approach to leadership training, and the flexible outlook of its research team, creates opportunities for novel experimental design and assessment. ALL participants contribute to this high quality research by providing scientifically validated measures of effective leadership while improving their own leadership skills.

### **Korea-Australasia Research Centre (KAREC)**

Founded in 2000 by the Korea Research Foundation and UNSW, KAREC is jointly located at the Australian School of Business and the Faculty of Arts and Social Sciences. It conducts collaborative research projects on Korea, including the relationship between Korea, Oceania and Southeast Asia. KAREC is one of four global research hubs identified by the Korean Ministry of Education and Human Resource Development.

### **Industrial Relations Research Centre (IRRC)**

The Centre encourages inter-disciplinary research in employment relations, human resource management and organisational studies and publishes research that contributes to private, public and not-for-profit sector policy formulation in the above-mentioned areas.

### **Teaching**

We aim to help students master the challenges of a globalising world and to enable them to become leaders in management, business and employment relations. They can undertake Bachelors and Masters' degrees, majoring in Organisation and Management Studies, Human Resource Management, or International Business. The School is also involved in teaching the Masters of Technology Management and the Masters of Business Technology. Through the AGSM, we teach on the MBA (in Sydney and Hong Kong) and part-time MBA program, in addition to AGSM's on-line Graduate Certificate in Change Management.

**For further details see Organisation and Management web page on the ASB website, <http://www.orgmanagement.unsw.edu.au>**

## The Australian School of Business



The Australian School of Business at The University of New South Wales is a leader in business education and research in the Asian region and one of the largest of its kind in the world with over 11,700 students and 270 full-time academics and researchers who are global leaders in their fields. The School's reputation is built on its outstanding staff, students and alumni and a cultural diversity which ensures an international focus.

The Australian School of Business offers a complete range of Business degree programs at Undergraduate, Postgraduate Coursework and Research levels, including the full time AGSM MBA, AGSM MBA (Executive), a PhD Program and an outstanding range of AGSM Executive Programs.

An Advisory Council comprised of over 40 senior business leaders acts to advise the Australian School of Business and to serve as a reference point to ensure that programs and courses are relevant to today's business environment.

### Message from the Dean

Thank you for expressing an interest in working at UNSW. The Australian School of Business (ASB) is a centre of excellence for business education and research in the Asia Pacific Region.

ASB has extensive links to business and government and have over 60,000 alumni, many of whom are in senior leadership positions both in Australia and throughout the world.

Our teachers and researchers are among the best in world and the Australian School of Business is consistently amongst the national leaders in competitively-generated research funding.

We have an enviable record of attracting the highest achievers from across the region. Gaining admission to our programs is highly competitive – at postgraduate levels, only one in four applicants are successful in gaining entry - and, at undergraduate level, our programs require a UAI (University Admissions Index) which is among the highest in the country.

We are a large community that stretches beyond our campus, through time and across nations. But our community remains vibrant and inclusive, through alumni networks and programs, lifelong learning, professional development and special events and activities. It is an exciting place - one where collegiality, diversity and excellence are integral to what we are.



**Professor Alec Cameron**

## Vision

To be at the forefront of business schools in Asia and a peer in good standing with the best business schools in the world.

## Mission

To develop world-class leaders for business, government and the community by:

- Offering quality education that inspires, educates and provides best practice in business theory and application in undergraduate, postgraduate, and executive education;
- Enrolling students with high aspirations and outstanding intellectual capability;
- Attracting, developing, and retaining outstanding faculty and staff who influence management education and research;
- Nurturing high-quality research characterised by quality, relevance and international impact;
- Fostering a cooperative thought leadership community that includes alumni and committed business partners to ensure our activities are relevant and value-adding; and
- Striving for excellence in all our endeavours by pursuing the principle of continuous improvement.

## Business School rankings

- ASB was ranked #1 in Australia and #2 in the Asia-Pacific and #35 globally by the Social Science Research Network (SSRN) measuring scholarly impact of business school research (as at Oct. 2009).
- In the 2007, 2008, and 2009 Financial Times MBA rankings, the ASB's AGSM MBA program was ranked #1 in Australia and #32 worldwide in 2009.
- ASB was recognized as #1 in Australia in 2008 and 2009 for overall quality of learning and teaching in the business discipline category by the Australian Federal Government.

## Overview

- Over 8,400 full-time equivalent (FTE) students – approximately 6,200 (FTE) undergraduate students, 2,035 (FTE) post-graduate coursework students and over 200 (FTE) M.Phil and PhD students with an almost equal mix of men and women
- 234 full-time academics most of whom are recognized leaders in their fields
- 185 full-time professional and technical staff
- Nine disciplinary Schools
- 10 Research centres
- Over 60,000 alumni, many of whom are in senior positions in government, industry and academe
- Talented individuals from more than 120 countries who contribute to a business school environment characterized by diversity and enlivened by the meeting of many cultures.

For more information about the Australian School of Business, visit [www.business.unsw.edu.au](http://www.business.unsw.edu.au)

## ASB Programs

### Undergraduate

The Australian School of Business offers a range of Bachelor degree programs covering all the major business disciplines including Honours Programs in Accounting, Actuarial Studies, Business Economics, Business Strategy and Economics Management, Economics/Econometrics, Economic History, Finance, Financial Economics, Human Resource Management, Information Systems, International Business, Management, Marketing and Taxation.

### Postgraduate

The Australian School of Business offers specialist postgraduate degrees in specific disciplines such as Actuarial Studies, Business and Technology, Commerce, Economics, Finance, Financial Analysis, Information Systems, Marketing, Professional Accounting and Technology Management.

The Australian School of Business offers the AGSM MBA Program, a full time Master of Business Administration program which is completed within 15 to 18 months. The AGSM MBA program is the leading MBA program in Australia and ranked 32<sup>nd</sup> in the world (Financial Times UK 2009). The AGSM MBA program is also delivered in part-time mode in Hong Kong.

The Australian School of Business also offers the AGSM MBA (Executive) program which allows Australian students to study a Master of Business Administration part time. This draws on faculty to develop and supervise educational programs that are delivered at more than 10 sites in 6 Australian cities.

### Research

The Australian School of Business offers two research programs – a Master of Philosophy and a Doctor of Philosophy. Research students have the opportunity for supervision from any of our 9 disciplinary Schools.

### Executive Programs

The Australian School of Business offers a range of intensive management training programs under the AGSM Executive Programs banner, including open enrolment programs, custom programs and consortium programs. AGSM Executive Programs is ranked as the #1 Executive Education providers in Australia (Financial Times 2006).

### Staffing

There are currently 270 members of full-time academic staff and researchers and over 192 professional and technical staff. In addition, the Australian School of Business makes use of a network of adjunct faculty, both in Sydney and throughout Australia, particularly in the delivery of the AGSM MBA (Executive) Program.

Faculty members are grouped into the following disciplinary Schools: Accounting, Actuarial Studies, Banking and Finance, Business Law and Taxation, Economics, Information Systems and Technology Management, Marketing, Organisation and Management, and Strategy and Entrepreneurship. The Head of each School liaises with the Dean in respect of staff development and the support of teaching programs.

## **Research**

The Australian School of Business is one of the region's leading centres business research. Our members of academic staff are very successful in securing funding under nationally competitive grand schemes for a wide range of research projects and have one of the strongest success rates in the country.

Our research centres are an extremely important source of cutting-edge research and add value to UNSW's collaborative and cross-disciplinary research efforts. The Australian School of Business has 10 leading research centres:

- The Accelerated Learning Laboratory
- Asia-Pacific Ubiquitous Healthcare Research Centre
- Centre for Accounting & Assurance Research
- Centre for Applied Economic Research
- Centre for Energy and Environmental Markets
- Centre for Pensions and Superannuation
- Centre for Real Estate Research
- Centre for Research in Finance
- Industrial Relations Research Centre
- Korea-Australia Research Centre
- Centre for Social Impact

In addition, the Australian School of Business is a major participant in three leading cooperative research centres of vital importance to the growing financial services and tourism sectors. The School also hosts the Australian Institute for Population Ageing Research which was established in 2006 with the aim of becoming a world class centre for cross-disciplinary research on population aging issues.

## Overview of the University of New South Wales

UNSW is renowned for the quality of its graduates and its commitment to new and creative approaches to education and research. Its motto - Scientia Manu et Mente ("Knowledge by Hand and Mind") - encapsulates the University's central philosophy of balancing the practical and the scholarly.

UNSW is a founding member of the prestigious Group of Eight research intensive universities in Australia and a member of the Universities 21 international consortium.

Established in 1949, UNSW has expanded rapidly and now has close to 40,000 students, including more than 10000 international students from over 130 different countries. The University offers more than 300 undergraduate and 600 postgraduate programs, and has developed an extensive network of alumni chapters throughout Asia.

The main UNSW campus is located on a 38-hectare site at Kensington, seven kilometers from the centre of Sydney. Other campuses are the College of Fine Arts (Paddington), UNSW@ADFA (Canberra), and sub-campuses at Randwick and Coogee, as well as research stations around NSW.

UNSW has a broad disciplinary base, with Faculties of Arts and Social Sciences; Built Environment; Engineering; Law; Medicine and Science, as well as the College of Fine Arts, UNSW@ADFA and the Australian School of Business.

UNSW is host to groundbreaking research in fields as diverse as quantum computing, molecular engineering, photovoltaics, robotics, biomedical research, financial markets and design and interactive cinema. It has strong collaborative links with industry and business, consistently performing at the top nationally in Australian Research Council Industry Linkage Grants. UNSW expertise is also regularly sought after by business and government for a wide range of consultancy and training services.

UNSW has identified environmental sustainability as one of its strategic priorities. In 2007 it established the UNSW Climate Change Research Centre – bringing together more than 60 researchers from various disciplines across the University, it will be the largest centre of its kind. The University is also walking the talk with initiatives aimed at making the UNSW campus the greenest in Australia.

UNSW has almost 100 research, teaching program and community centres. Its research centre's foster multidisciplinary research and include national centres such as the National Centre in HIV Epidemiology and Research, ARC Centre's of Excellence such as the Centre for Advanced Silicon Photovoltaics and Photonics, and UNSW centre's such as Brain Sciences UNSW. Construction has also begun on the Lowy Centre for Cancer Research - the largest integrated cancer research institute in the Southern Hemisphere.

The University is a member of 15 Cooperative Research Centre's and is affiliated with a number of prestigious medical research institutes, including the Garvan Institute of Medical Research and the Victor Chang Cardiac Research Institute.

In pursuit of our aspiration, UNSW values

1. Academic freedom
2. Leadership
3. Innovation, initiative and creativity
4. Recognition of merit and excellence
5. Integrity and high ethical standards
6. Equity, opportunity and diversity
7. Mutual respect, collegiality and teamwork
8. Professionalism, accountability and transparency
9. Safety
10. Sustainability
11. High service standards



## UNSW Strategic Intent

UNSW's aspiration is to be a leading research intensive university in the Asia-Pacific region, focusing on contemporary and social issues through defined strengths in professional and scientific fields – a peer in good standing with the best globally.

### Blueprint to Beyond 2010 – B2B

The term B2B denotes communication and the breaking down of barriers. In an academic setting, it is used most notably in Medicine as Bench to Bedside - conversion of discoveries in the laboratory into practical applications for patients. But B2B also works in other areas, such as Blackboard to Boardroom, or at ADFA, Bench to Battlefield.

UNSW's Blueprint to Beyond 2010 is a strategy aimed at breaking down barriers. The University will achieve its aspiration where students, research and community engagement work together, and where the University's capabilities and resources support that aim.

#### There are a number of critical terms in our aspiration:

1. **Leading:** To be in the top 3 in Australia.
2. **Research intensive:** Research is critical both for its own sake, and because it is reflected in our learning and teaching and community engagement.
3. **Asia-Pacific region:** We have a long and successful tradition of engagement with the region, and expect to continue to build on and improve our position.
4. **Contemporary and social issues:** Consistent with our B2B theme we will concentrate on key issues in society.
5. **Defined strengths:** We identify existing strengths through a continuing process of review, and build strength in areas of emerging strategic significance, underpinned by fundamental and enabling knowledge in science and humanities.
6. **Professional and scientific fields:** We cover a broad range of professions underpinned by science and the scientific method as appropriate to the disciplines involved.
7. **Peer in good standing with the best globally:** In our areas of defined strengths, we are a valued participant in ventures and initiatives with the best universities globally.

## UNSW Research

The University of New South Wales is one of Australia's most pre-eminent Go8 research-intensive universities, with a reputation for excellence in scholarship, learning and the student experience. UNSW is committed to excellence in fundamental, basic and applied research, through to the technology transfer of cutting-edge research into innovative commercial opportunities.

In recent years, UNSW has seen a rise in competitive funding to support world-class research across a diverse range of disciplines. We have a commitment to deliver the research environment and world-class infrastructure that is needed to build on that strength and attract the best researchers to undertake their work here at UNSW.

Research at UNSW is conducted in all the Faculties and Schools, and in dedicated Centres, in inter- and multidisciplinary areas, to collaborate and deliver valuable, mutually beneficial activities in research and development. Each Faculty has an Associate Dean (Research), who together with the Dean, promote and direct the research activities in the Faculty and School. The Deputy Vice-Chancellor (Research) is responsible for driving the strategic research direction and overall research performance of the University, and in particular, maintaining and advancing the University's profile in research and research training, as well as technology transfer. At the institutional level, there is Committee of Research that advises the Academic Board on research and research policy & strategy.

UNSW is committed to excellence in research training and providing a high-quality research training experience for its research students. The Graduate Research School ensures that the graduate research student experience, across all Faculties, is set at 'best practice'. The School as the central administrative unit caters to the needs of higher degree research students and their supervisors.

As part of its commitment to research, UNSW has recently appointed a Pro-Vice-Chancellor (Research Strategy) with executive responsibility for the Graduate Research School, Grants Management Office and the Research Strategy Office in the Division of Research. The PVC (Research Strategy) will provide strategic leadership and support to the DVC (Research) in the generation of external research income and improving UNSW's overall research performance, including all higher degree research matters.

UNSW has highly sought after expertise in the practical application of research and the delivery of innovations, through our collaborative partnerships with institutions, industry, government and communities, both in the local and international arena. Technology transfer at UNSW is driven through NewSouth Innovations Pty Ltd which works with industry to manage the challenging process of transforming research into successful commercial ventures and products.

## University Rankings

UNSW consistently scores highly in a range of national and international rankings.

The University was ranked 47th in the world in the UK's 2009 Times Higher Education Supplement (THES) World University Rankings.

UNSW's accounting research was ranked first out of 1087 institutions worldwide in the June 2007 edition of the international journal *Accounting and Finance*.

UNSW rated ahead of all other universities in Australia, under the Federal Government's Learning and Teaching Performance Fund 2009 for excellence and improvement.

Among Australian universities, UNSW was acknowledged as having the top performing engineering discipline in the Melbourne Institute's Discipline Ratings for Australian Universities, published in November. The University also rated highly in business and economics.

### 5 Stars for Teaching

In the 2010 good Universities Guide UNSW scored highly, being awarded the maximum five-star rating for seven key performance indicators including;

- Research grants,
- Research intensity,
- Student-staff ratio,
- Staff qualifications,
- Cultural diversity,
- Graduate starting salary; and
- Positive graduate outcomes.

For further information on UNSW, visit its website at: <http://www.unsw.edu.au/>

## UNSW WEBSITES OF INTEREST

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For general information about UNSW, please visit our home page at:

**[www.unsw.edu.au](http://www.unsw.edu.au)**

### **UNSW at Edge**

For general information regarding the Division of the Deputy Vice Chancellor (Research), please visit our home page at:

**[www.dvcresearch.unsw.edu.au/](http://www.dvcresearch.unsw.edu.au/)**

For information regarding current Research at UNSW please visit:

**[www.ro.unsw.edu.au](http://www.ro.unsw.edu.au)**

For information on conditions of employment at UNSW, please refer to:

**[www.hr.unsw.edu.au/services/indrel/ea.html](http://www.hr.unsw.edu.au/services/indrel/ea.html)**

For information about Learning and Teaching visit:

**[www.ltu.unsw.edu.au](http://www.ltu.unsw.edu.au)**

For listing of UNSW Deans please visit:

**[http://www.unsw.edu.au/about/pad/VC/vc\\_deans.html](http://www.unsw.edu.au/about/pad/VC/vc_deans.html)**

For Senior Management Staff members please visit:

**[http://www.unsw.edu.au/about/pad/VC/vc\\_executive.html](http://www.unsw.edu.au/about/pad/VC/vc_executive.html)**

For UNSW Strategic Plan, please visit:

**<http://www.unsw.edu.au/about/pad/strategicplan.html>**

## BENEFITS OF WORKING AT UNSW

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### Benefits of Working at UNSW

The University of New South Wales (UNSW) is one of the leading teaching and research universities in Australia. Renown for the quality of its graduates and its commitment to new and creative approaches to education and research, the University motto - Scientia Manu et Mente ("Knowledge by Hand and Mind") - encapsulates the University's central philosophy of balancing the practical and the scholarly.

### University Environment

UNSW offers a modern, dynamic and innovative teaching and learning environment with extensive social and recreational facilities. The UNSW campus is a compact yet beautiful, architecturally sophisticated setting, offering an enviable, cosmopolitan lifestyle for staff and students. Study and research facilities are comprehensive, with a widely acclaimed library network housing more than two million volumes, extensive electronic resources and access to volumes held in libraries at all major Australian research institutions. There is an award-winning bookshop on campus and a vast array of student services available.

UNSW has hundreds of sport and recreational clubs and societies for staff and students including several classical music groups who perform regularly. There is also a top class gymnasium with a fully equipped weights/cardio room, indoor swimming pool and a range of classes and courts to suit all fitness needs.



The UNSW campus boasts a vibrant cafe scene and is situated in the beautiful Eastern suburbs of Sydney just minutes from the famous Coogee and Bondi beaches. In addition, the local area is renowned for its large number of high quality, award winning, restaurants and cafes all of which are just minutes away. UNSW also boasts the famous National Institute of Dramatic Arts (NIDA) and the Randwick racecourse as neighbours.

### Relocations

The UNSW Relocation service can assist with payments of transport fares and relocation expenses for new appointees to UNSW. They can assist with

- Pre-Departure Analysis and Support
- Candidate Preparation
- Cultural Awareness
- Removal and Storage
- Welcome Pack and Orientation
- Accommodation
- Home Search
- Education Support

### Employer of choice for women



UNSW has been recognised for creating a work culture that supports and advances women with an Employer of Choice for Women citation. The award comes from the Equal Opportunity for Women in the Workplace Agency (EOWA).

The University was acknowledged as one of only 115 organisations across Australia that actively recognises and address the needs of female workers, to assist them to reach their full potential in the workplace.

## **University Diversity**

UNSW values the diverse social, economic, cultural and religious backgrounds of its employees and promotes this by providing an accessible campus environment, flexible work practices for those with family and other responsibilities or with disabilities, including training on diversity management and cross-cultural communication.

As an UNSW employee you will be able to enjoy a safe and non-discriminatory environment and have the same opportunities to benefit from employment as other employees. In relation to employment equity, staff can access work opportunities such as staff development and training, promotion and re-evaluation, higher duties and a suitable and safe working environment.

## **Employee Assistance Program (EAP)**

The Employee Assistance Program is available to permanent (continuing and fixed term) full-time and part-time staff at UNSW, including staff from the University College (ADFA), Australian Graduate School of Management, NewSouth Global and NSI

(EAP) is a professional, confidential counselling service for employees and their immediate family members, paid for by your employer. It is free to you and your family.

This service is provided by an independent company called Davidson Trahaire Corpsych. Davidson Trahaire Corpsych counsellors are all qualified, experienced professionals who have extensive training in counselling and workplace consulting.

## **Leave Entitlements**

**Special Studies Program (SSP) or sabbatical leave** is available to academic staff to be released from teaching and administrative duties to engage in research or other scholarly work or to undertake a project related to teaching or academic administration. SSP is normally of 6 months, but applications for periods over 6 weeks and up to 12 months will be considered where an appropriate case is made. Academics must complete three years of service to be eligible to apply for SSP. **Recreation Leave** accrues at the rate of one and two-third days per month to a total entitlement of 20 days per year. Recreation leave cannot be taken in advance of its accrual. It is expected that academic staff will take their recreation leave during session breaks.

***University Holidays are granted to staff between Boxing Day and New Year's Day. This is in addition to normal accrued recreation leave.***

**Sick Leave** is granted under the following arrangements subject to the production of a medical certificate: up to twenty two days on full pay and up to twenty two days on half pay in any twelve month period.

**Special Leave** of up to three days per year may be granted in cases of emergency and unforeseen circumstances e.g. fire or flood damage to your home. Applications for Special Leave must be made to the supervisor and will be considered on its merits. There is no entitlement to Special Leave if the leave sought is during a period of other leave.

Observation of Holy Days and Essential Religious or Cultural Duties **allows you to utilise recreation leave or long service leave or leave without pay for the purposes of attending holy days or essential religious or cultural duties associated with your particular religious faith or culture.**

**Carer's Leave** allows you to use part of your sick leave to care for an immediate family member who is ill. Up to 10 days of sick leave entitlement can be used as carer's leave in any one of the first two years of employment. In the third and subsequent years up to 12 days of sick leave can be used for carer's leave.

**Parental Leave** is available to cover such situations as maternity leave, adoption leave and paternity leave.

**Long Service Leave (LSL)** may be applied for after ten years service. The minimum period of long service that can be taken is one week.

**Bereavement Leave** of up to three days per year may be granted in the case of death of an immediate family. In unfortunate circumstances where another immediate family member is deceased in the same year, approval to grant a further three days bereavement leave may be granted by the Director, Human Resources.

**Leave Without Pay (LWOP)** may be granted on application.

**Limited Paid External Work** related to your profession or discipline may be undertaken with the approval of the University provided such activities do not interfere with the discharge of University duties. Approval from the Head of School is required for staff to undertake such activities and to accept any associated fee or commission.

The participation of academic staff in SSP is not an entitlement but is based on the needs of the University, the nature of the proposed project and the capacity of the staff member to make effective use of the opportunity.

## **Salary**

Salary is paid fortnightly (every second Thursday) calculated up to and including the Thursday. Payment is made to a bank, building society or credit union account nominated by the employee. The University's flexible payroll systems allow premiums, medical and hospital fund contributions, and credit union deposits or repayments.

## **Tax Effective Salary Packaging Options**

The University recognises the value to employees of flexible remuneration planning. Salary sacrificing is one way to provide this flexibility. The principle aim of salary sacrificing is to legitimately restructure the way you receive your salary to suit your individual needs and potentially maximise your take home pay. This is achieved by allowing you to receive part of your salary in the form of benefits rather than receiving it all as salary.

## **Superannuation**

The University offers a generous superannuation scheme with up to 17% employer contributions available to staff on contracts of 2 years or more. For contracts of less than 2 years an employer contribution of 9% is paid. UNSW employees may have the option of salary sacrificing their superannuation contribution.

## **Family Friendly Work Practices**

UNSW has a comprehensive range of family-friendly work practices in place to assist staff maintain a work-life balance. These practices are designed to find the best possible match between the interests of the University and those of individual employees and can include flex-time, permanent part-time work, tele-commuting



(working from home), job sharing, provision of child care, recognition of carer's responsibilities and generous, flexible leave, such as parental leave and carer's leave.

## Onsite Car Parking

In addition, onsite parking is available for staff for a nominal fee.

## University-Based Child Care Centres

There is a range of child care related assistance offered by the University. Child care waiting lists can be long, so it is advisable to inquire about places well in advance. The centres which provide places for children of staff are Tigger's Place, the House at Pooh Corner and Kanga's House.

**Tigger's Place** Priority is given to staff of UNSW.

Hours: 8.15am – 6:00pm

Places for 40 children (15 babies and toddlers, 25 children aged 2.5 – 6 years)

**The House at Pooh Corner**

Priority given to UNSW students, then staff, then the community.

Hours: 8:00am – 6:00pm, 48 weeks per year

Places for 72 children, ages 6 weeks to 5 years

**Kanga's House**

Priority given to staff of UNSW and local community.

Hours: 8:00am – 6:00pm (babies room 5:30pm)

Places for 99 children aged 3 months to 5 years.

A **child care salary packaging scheme** is available to staff using the University's work based child care centres. This scheme allows staff to allocate a portion of their pre-tax salary for child care.

## Other Services

**E-mail and Internet Access** is available for all staff. Employees are able to utilise the internet provider and email services of the University not only as part of their day-to-day work requirements but also for home use. The rates for home use are very competitive with commercial providers.

**The University Library** and its services are available to staff. Upon receiving your employee number and completing an application form you will have full borrowing rights.

**UNSW Fitness and Aquatic Centre** is located on the lower campus and is open seven days a week offering a wide choice of recreational and fitness activities for groups and individuals. Activities available include the use of the University swimming pool, and cardio/weights gym, a comprehensive group fitness timetable and the hire of volleyball, basketball, indoor soccer, badminton, table tennis, tennis and squash courts.

**In addition, UNSW Sport and Recreation** offers a wide range of sports clubs, and recreational courses and activities. A sample of the courses offered includes archery, ballroom dancing, scuba diving, martial arts, sailing, skydiving and yoga. More information is available at [www.sportandrec.unsw.edu.au](http://www.sportandrec.unsw.edu.au)

**The University Health Service** provides a full range of GP, dental and physiotherapy services for staff and students and their families. The medical practitioners bulk bill. The Service is located on the ground floor of eastern wing of the Quadrangle Building.

An **Optometry Clinic** offers staff and students general eye examinations, specialist low vision services, colour vision assessment, vision training, sports vision assessments and contact lens fitting. Eye examinations are covered by Medicare. Spectacles and contact lenses are supplied at a reduced cost.

A free and confidential **Staff Counselling Service** is available to University staff through the UNSW Employee Assistance Program (EAP) which is provided by an independent firm engaged by the University.

**Chaplains** from a variety of religious denominations are available.

**The National Institute of Dramatic Art (NIDA)** is located on the Kensington Campus. Several student productions (some free) are held during the year in the NIDA theatre or the Parade Theatre, which are both on Anzac Parade.

**The Australia Ensemble** is resident at the University. Each year it performs six evening concerts in the Sir John Clancy Auditorium and holds free daytime rehearsals before each concert which staff and students may attend. Other musical highlights include performances by The Collegium Musicum Choir, the UNSW Orchestra, Pipers Wind Band and UNSW Opera.

**Banks and Credit Unions** are located around the University. The Commonwealth Bank, the ANZ Bank and Unicom have separate branches and a number of ATMs are located on campus. A range of other banks and credit unions are located within short walking distance at Randwick.

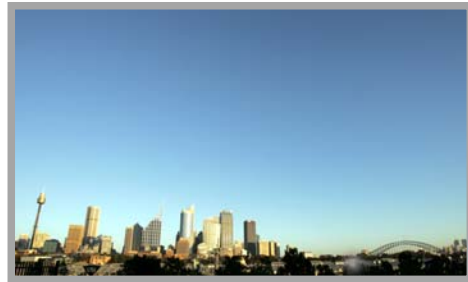
## **Transport**

All employees have access to the use of several undercover parking stations located on the University. For a small fortnightly salary deduction, employees can enjoy this 24 hour service on a daily or long term basis.

The University is well serviced by public transport buses both to and from the University. Special express bus services are also available for staff and students. The State Transit Authority have a help line open from 6am to 10pm, the number is 131 500. State Transit also has a web site located at [www.sydneytransport.net.au](http://www.sydneytransport.net.au).

## LIVING IN SYDNEY

Sydney is the capital of New South Wales. It is the largest and oldest city in Australia and is beautifully situated on Sydney Harbour. The Sydney area was home to the Aboriginal people for thousands of years until the British arrived in 1788 to establish a convict settlement. Today it is an exciting, cosmopolitan city that offers more entertainment, shopping and sightseeing than any other place in Australia. The harbour, one of the largest and most spectacular in the world, is famous for the Harbour Bridge and the Opera House.



Sydney is a thriving centre for both business and the arts. The city has top shopping; excellent restaurants and buzzing nightlife and visitors often find similarities with San Francisco. Set between the mountains and the sea, the city offers the ultimate in the great outdoors.

Approximately one-in-five Australians or 4 million people live in the Sydney Metropolitan area. Sydney is one of the most multicultural cities in the world with people from 180 nations speaking 140 languages.

Sydney Metropolitan is one of the largest cities in the world in terms of area. Reaching across 4000 square kilometres, it is equal in size to London and almost doubles that of New York City. Beyond this built-up area there is a further 8000 square kilometres of largely natural parklands which make up the Sydney Statistical division.



There are 37 beaches along Sydney Metropolitan's coastline, from Palm Beach in the north to Cronulla in the south. This includes the two most famous beaches – Bondi and Manly.

NSW's mountain ranges - the Blue Mountains and the Snowy Mountains - experience very cold weather and it snows every year. This can provide obvious leisure activities for NSW residents.

It rarely snows elsewhere in NSW and temperatures seldom fall below zero-degrees Celsius, even in winter. The coastal waters of NSW's eastern edge are warm enough to swim in from September to May.

Just a couple of hours drive from Sydney, you can visit rolling green vineyards where wineries entice you in to sample wines. There are stunning coastal towns all along the Eastern Seaboard which range from quaint fishing villages to large, established tourist centres. There are spectacular mountains, lakes and rivers in lush green countryside. There are outback towns that see little rain and are rich in Australian pioneering history.

Academic Search International (ASI) has a complete document titled 'Living in Sydney' that you may find useful. Please contact the search consultant listed under the contact details section to receive a copy.