

Position Description – Deputy Dean, Learning and Teaching

Position Details

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| Position Title: | Deputy Dean, Learning and Teaching |
| College/Portfolio: | STEM College |
| School/Group: | School of Health and Biomedical Sciences |
| Campus Location: | Based at the Bundoora campus, however may be required to work at other campuses of the University. |
| Classification: | Academic Level E |
| Employment Type: | 3 years fixed term |
| Time Fraction: | 1.0 FTE |

RMIT University

RMIT is a multi-sector university of technology, design and enterprise. The University's mission is to help shape the world through research, innovation and engagement, and to create transformative experiences for students to prepare them for life and work. For more information on RMIT University follow the links below.

<https://www.rmit.edu.au/about>

<https://www.universitiesaustralia.edu.au/university/rmit-university/>

<https://www.rmit.edu.au/about/facts-figures>

Our three main campuses in Melbourne are located in the heart of the City, Brunswick and Bundoora. Other locations include Point Cook, Hamilton and Bendigo, two campuses in Vietnam (Hanoi and Ho Chi Minh City) and a centre in Barcelona, Spain. RMIT is a truly global university.

<https://www.rmit.edu.au/about/our-locations-and-facilities>

We are also committed to redefining our relationship in working with, and supporting, Indigenous self-determination. Our goal is to achieve lasting transformation by maturing our values, culture, policy and structures in a way that embeds reconciliation in everything we do. We are changing our ways of knowing, working and being to support sustainable reconciliation and activate a relationship between Indigenous and non-Indigenous staff, students and community. Our three campuses in Melbourne (City, Brunswick and Bundoora campuses) are located on the unceded lands of the people of the Woi Wurrung and Boon Wurrung language groups of the eastern Kulin Nation.

Why work at RMIT University

Our people make everything at the University possible. We encourage new approaches to work and learning, stimulating change to drive positive impact. Find out more about working at RMIT University, what we stand for and why we are an Employer of Choice. <https://www.rmit.edu.au/careers>

We want to attract those who will make a difference. View RMIT's impressive standings in university rankings. <https://www.rmit.edu.au/about/facts-figures/reputation-and-rankings>

STEM College

The STEM College holds a leading position in the science, technology, engineering, mathematics, and health (STEM) fields. We are uniquely positioned to influence and partner with industry, and to support collaboration across all areas of STEM.

The STEM College employs 1,000 staff who deliver onshore and offshore programs to approximately 25,000 students. Our vibrant research community attracts funding from a range of government and industry sources in support of high impact research that transforms industries, shapes lives and communities.

The College offers higher education programs across all STEM disciplines at the Bachelor, Master and PhD levels, and ensure our students experience an education that is work-aligned and life-changing.

Industry is at the heart of what we do. It ensures our research has real world impact, and our students are truly work-ready. We have established new hubs of industry-connected digital innovation and endeavour and are engaging with global STEM organisations at scale.

Our diversity and shared values empower our work, and we are proud of the College's inclusive, caring culture. We offer a safe, dynamic work environment, and support every member of our community of achieve their potential. The College appointed Victoria's first ever Dean of STEM, Diversity & Inclusion in 2020, and this role drives gender equity, diversity and inclusion strategies across the College.

School of Health and Biomedical Sciences

The School of Health and Biomedical Sciences comprises three Academic areas (Allied Health, Applied Health, and Biomedical Sciences). Primarily based at the RMIT Bundoora campus, we undertake teaching and research across eleven disciplines: Human Biosciences, Laboratory Medicine, Medical Radiations in the three streams of medical imaging nuclear medicine and radiation therapy, Nursing, Osteopathy, Chinese Medicine, Chiropractic, Pharmacy, Pharmaceutical Sciences, Physiotherapy and Psychology. Our programs all included embedded Work Integrated Learning as an intrinsic part of student learning, both through professional practice placements in partner health industries and through the University's student led Health Sciences Clinic located at Bundoora.

The School's research was ranked as well above world standard in clinical science, complementary and alternative medicine, medical physiology, microbiology and pharmacology & pharmaceutical sciences, and above world standard in psychology, public health & health service and medical & health sciences. We have a strategic focus on chronic disease and multidisciplinary health care with cross-cutting themes of: Respiratory Health, Neurodevelopment and Neuroinflammation, Ageing in Health & Disease, Diagnostics, Therapeutics and Translational Immunology in Cancer Care, Cardiometabolic Health, Mind and Body Rehabilitation, Digital Health and Health by Design. Research within the School is supported by modern facilities and state-of-the-art equipment as well as a significant number of national and international partners.

Details of the School can be found at:

<https://www.rmit.edu.au/about/our-education/academic-schools/health-and-biomedical-sciences>

Position Summary

The Deputy Dean (Learning and Teaching) is responsible providing strategic and scholarly leadership for the teaching and learning activities within the School, including responsibility for the student experience.

The Deputy Dean (Learning and Teaching) is a member of the School Executive and they will play a key role in leading the delivery of the strategic plans for the school. The role will work with the Dean and the School Executive to develop and refine the strategic plans for learning and teaching, as well as the student experience. The role will also work with the School Executive to provide leadership and direction across all of the activities within the School.

The Deputy Dean (Learning and Teaching) will lead a team responsible for curriculum review and development, planning, delivery and performance monitoring, as well as the enhancement of academic quality and standards, including accreditation. The position also works closely with the Associate Deans, the leads for teaching and learning within each discipline, and program managers within the school.

The Deputy Dean (Learning and Teaching) will also work with the supporting teams for teaching and learning within the College, including the ADVC Learning, Teaching and Quality, as well as with the teaching and learning teams within other Schools. A key focus of the role is to lead the development of digitally enhanced student-centred learning experiences and identify and implement initiatives to enhance the diversity of our student intake.

The position requires the incumbent to lead, innovate, influence, facilitate and mentor, as well as develop strategy and implement and manage change.

Reporting Line

Reports to: Dean, School of Health and Biomedical Sciences with dotted line to ADVC Learning, Teaching & Quality in STEM

Direct reports: approximately 3-5, to be confirmed.

Organisational Accountabilities

RMIT University is committed to the health, safety and wellbeing of its staff. RMIT and its staff must comply with a range of statutory requirements, including equal opportunity, occupational health and safety, privacy and trade practice. RMIT also expects staff to comply with its policy and procedures, which relate to statutory requirements and our ways of working.

RMIT is committed to providing a safe environment for children and young people in our community. Read about our commitment and child safe practices. <https://www.rmit.edu.au/about/our-locations-and-facilities/facilities/safety-security/child-safety>

Appointees are accountable for completing training on these matters and ensuring their knowledge and the knowledge of their staff is up to date.

Key Accountabilities

- Strategic and scholarly leadership for teaching and learning in the School of Health and Biomedical Sciences
- Working with the School Executive on scholarly, strategic and policy directions for the School.
- Advising and supporting the Dean, Associate Deans and Assistant Associate Deans and program managers, on academic policy implementation particularly with respect to all aspects of the quality assurance of programs and their delivery.
- Leading and managing a team that supports the delivery of the strategic goals of the School in teaching and learning.
- Providing leadership in best practice in program design, delivery, assessment and work-integrated learning.

- Providing leadership in the development of digitally enhanced student-centered learning experiences.
- Providing leadership in the enhancement of the diversity of our student intake
- Overseeing the development of new programs, amendments to programs and discontinuation of existing programs based on market needs.
- Leading compliance within the School with regulatory requirements including TEQSA, Australian Skills Quality Authority (ASQA), Australian Qualifications Framework (AQF), all the relevant Program Accreditation Bodies, and other requirements related to international education.
- Ensure quality, viability and relevance of all academic programs offered by the school.
- Liaising proactively with academic leaders at offshore campuses and partnerships where programs are delivered in multiple locations.
- Maintain academic and professional standing and currency by engaging in academic and professional activity and development.

Key Selection Criteria

1. Demonstrated experience in providing L&T leadership and expertise that contributes to improved student outcomes.
2. Substantial record of academic, research and professional achievement in a discipline area relevant to the School and the capacity to exercise academic leadership to enhance the standing of the School nationally and internationally.
3. Demonstrated strong commitment to learning and teaching quality, research development, and industry and community engagement
4. Strong leadership skills and experience in initiating, leading and managing academic teams and projects in a collegiate environment to deliver strategic objectives.
5. Ability to lead and contribute to cross-disciplinary and cross-sectoral teams.
6. Demonstrated understanding of University systems in regards to resource allocation for program delivery, quality maintenance and good governance.
7. Demonstrated capacity to think strategically and to act tactically based on organisational priorities and objectives.
8. Demonstrated high level of interpersonal, communication and negotiating skills including the ability to consult with senior executives, external bodies, produce executive reports, negotiate agreed directions, outcomes and targets within a collaborative environment.

Qualifications

PhD or demonstrated equivalence, combined with knowledge and achievements that meet the professorial criteria.

Note: Appointment to this position is subject to passing a Working with Children Check and other checks as required by the specific role. Maintaining a valid Working With Children Check is a condition of employment at RMIT.

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| Endorsed: | Signature: | Approved: | Signature: |
| | Name: | | Name: |
| | Title: | | Title: |
| | Date: | | Date: |