



Position Description: Senior Technical Officer – Teaching and Research

Position Details

Position Title: Senior Technical Officer – Teaching and Research

College/Portfolio: Design and Social Context

School/Group: Design and Social Context College Office

Campus Location: Based at the Brunswick campus, however, may be required to work and/or be based at other campuses of the University.

Classification: HEW 7

Employment Type: Continuing

Reporting Line: Manager, Technical Services

No. of Direct reports: 0

RMIT University

RMIT is a global university of technology, design and enterprise, committed to creating transformative experiences for students and making a meaningful impact through research, innovation, and engagement. 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 campuses in Melbourne (City, Brunswick, Bundoora, and Point Cook) are complemented by international campuses in Vietnam and a centre in Barcelona, Spain. We proudly acknowledge the Woi Wurrung and Boon Wurrung peoples of the eastern Kulin Nation on whose unceded lands our campuses are located.

We are deeply committed to reconciliation and Indigenous self-determination, embedding these values throughout our policies, culture and structures.

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

Why Join RMIT?

Our people are at the heart of everything we do. At RMIT, we value innovation, collaboration and impact. Our values are the heart (durrung) of who we are and what we stand for at RMIT. They guide what we do, how we make decisions, and how we treat each other.



Learn more about our values: <https://www.rmit.edu.au/about/our-strategy/values>

Organisational Accountabilities

The Chief Resilience Officer will establish and lead the Global Resilience Office (GRO), which will provide a central coordination and leadership function that works horizontally across the University, supporting leaders and staff, while connecting RMIT with external stakeholders in government, industry, and peer institutions – to share intelligence and best practices.

RMIT is committed to the safety, wellbeing and inclusion of all staff and students. As a staff member, you are expected to comply with all relevant legislation and RMIT policies, including those related to: Equal opportunity, Occupational health and safety, Privacy and trade practices & Child safety standards:

Appointees are responsible for completing all required training and ensuring that they and their team members remain up to date on relevant compliance obligations.

Staff are expected to understand and support RMIT's child safe practices as part of their professional responsibilities. More about our child safety commitment: <https://www.rmit.edu.au/about/our-locations-and-facilities/facilities/safety-security/child-safety>.

Leadership at RMIT

At RMIT, leadership is not defined by position or hierarchy—it is a shared responsibility demonstrated by all staff, regardless of role or title. Leadership is grounded in our six core values, which guide and shape how we work together, make decisions, and create impact.

Effective leadership means consistently integrating these values into everyday actions and interactions, whether influencing a project outcome, supporting a colleague, or leading a team. All staff are expected to embody the principles of the *Be-Know-Do* Leadership Model:

Be – We are open and authentic, inclusive and empowering. We are purpose driven role models and communicators.

Know – We are self-aware, and understand our stakeholders, our sector and priorities.

Do – We set clear direction and expectations, we develop ourselves and others and promote mutual accountability to deliver results.

At every level, leadership at RMIT is about influence, contribution, and mindset. It is reflected in how we empower others, foster collaboration, and drive positive change through capability-building and alignment to strategic goals.

College of Design and Social Context

RMIT's College of Design & Social Context brings together creative and practical study in the fields of design, technology and society.

Comprised of nine schools, the College encompasses a wide variety of disciplines of the built environment, education, media & communication, global & social studies and across all fields of art and design. It is this breadth of expertise and the shared commitment to addressing the most urgent challenges and opportunities of our time through interdisciplinary collaboration that gives the College its unique identity.

Our work makes substantive contributions to sustainability and regenerative futures, global and social justice agendas and exploring the nexus of technology and the human experience.

We seek to deepen our understanding and offer possible paths forward for society by addressing these issues with imagination, rigour, and practicality. We do this through excellence in education and research that is future-focused, industry-connected and community engaged.

With over 21,000 students in Australia and Vietnam – from undergraduate students to PhD candidates – learning and researching with a team of over 1000 academics, we are dedicated to fostering an environment that advances knowledge and transforms professional practice.

Through our highly respected research centres, groups and international partnerships, the College is having an impact globally with agenda-setting research that informs government policy, supports industry innovation and advances creative practice.

The College has a significant presence in Asia and Europe through higher education programs and active research projects. This includes programs at RMIT's Vietnam campus and with partner organisations in Singapore and Hong Kong, and research activity at RMIT Europe, the University's innovation hub in Barcelona.

The College is recognised globally for its standing across numerous fields with Art and Design maintaining its number one spot in Australia and the Asia-Pacific, and 19th globally, in the 2023 QS World Rankings by Subject. Architecture and the Built Environment ranks second in Australia and 25th globally while Communications and Media Studies is ranked fourth in Australia and in the top 50 globally.

For more information see www.rmit.edu.au/dsc

The College's Brunswick campus has a focus on fashion, textiles and design for teaching and learning and research. The campus has state of the art workshop, sewing machine; and knit and weave facilities and provides staff and students with an opportunity to develop, design, build, make and demonstrate their creative and innovative concepts. Facilities include:

- NATA accredited FLAMME laboratory (Flash-fire Laboratory for Advanced Manikin & Material Evaluation)
- Multiple sewing machine rooms
- Print workshops (Digital and Screen)
- Design workshop
- Knit and Weave studios – Knit, weave, nonwoven, spinning and ultrasonic welding and sewing machinery
- Computer laboratories
- Chemistry and Conditioned laboratories
- Specialised textile testing equipment laboratories

Position Summary

The Senior Technical Officer – Teaching and Research is part of the DSC Facilities & Technical Services team, providing specialist technical support and expertise to staff and students across the full range of the College's activities including teaching and learning, research, projects, events, exhibitions, industry partners and engagement.

The position is responsible for overseeing and providing expert technical support for DSC teaching activities in specialist laboratories including chemistry, dye and conditioned laboratories as well as various instruments supporting teaching activity. The position is also responsible for providing technical support for research in specialist laboratories including the FLAMME laboratory. The role will ensure the College's specialist areas are maintained to the highest standards and best practice, in accordance with relevant policies and legislation.

Working across a wide range of activities, equipment, materials and processes, the incumbent will ensure a high level of customer service and support to enable safe and creative work by all users across the College specialist areas.

The role will support staff and students by providing technical expertise and advice to enable outcomes aligned with learning and teaching and research College objectives.

Key Accountabilities

1. Oversee daily operations of the College's specialist teaching and research spaces on the Brunswick campus in consultation with the Manager – Technical Services, including the planning, preparation and maintenance of specialist areas to ensure student learning and research outcomes are achieved with a high level of customer service.
2. Provide technical expertise and student and staff support for teaching and research activities, including instrumentation and equipment in specialist laboratories.
3. Oversee the planning and implementation of training, inductions, risk management and other relevant compliance activities and documentation in alignment with the RMIT Health and Safety Management System and other relevant regulatory requirements in areas of responsibility and expertise.
4. Ensure specialist areas are maintained in a clean and safe condition, including currency of equipment lifecycle management procedures.
5. Work with a diverse cohort of specialist area user, including academic staff and students, in an inclusive and collaborative manner and in alignment with RMIT values.
6. Perform other duties to support the College of DSC as directed by the Associate Director – Facilities and Technical Services.

Key Selection Criteria

1. Proven technical knowledge and expertise in specialist laboratory technical support (chemistry, conditioned and FLAMME laboratories and/or similar material testing laboratories), including in depth equipment knowledge, equipment training and service and maintenance to ensure smooth laboratory operations.
2. Demonstrated high level communication skills with a proactive customer service focus and ability to develop and maintain relationships with a diverse range of staff, student and external partners to achieve learning, teaching, research and engagement outcomes.
3. Demonstrated ability to manage self and work within a team in a dynamic environment.
4. Demonstrated ability to think creatively and develop innovative solutions.
5. Demonstrated high level communication skills with the ability to engage effectively across school leadership, academic teams, professional staff and students to ensure equitable service and support to achieve learning, teaching and research outcomes.
6. High level knowledge of and demonstrated operationalisation of HSW regulations and processes.
7. Demonstrated digital literacy in relation to documentation, communications and information technology.

Qualifications

Tertiary qualifications and experience relevant to the position

Working with Children Check

Appointment to this position is subject to holding a valid Victorian 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.