



Position Description – Dean of School of Science, Engineering & Technology

Position Details

Position Title:	Dean of School of Science, Engineering & Technology (SSET)
School:	School of Science, Engineering & Technology (SSET)
Campus Location:	Based at the Saigon campus but may be required to work and/or be based at other campuses of RMIT Vietnam.
Time Fraction:	1.0 (Full time)
Job grade/position:	Executive 1

RMIT University

RMIT is a global university of technology, design and enterprise. Our mission is to help shape the world through research, innovation, teaching and engagement, and to create transformative experiences for our students, getting them ready for life and work. One of Australia's original educational institutions founded in 1887, RMIT University now has 90,000 students including 12,000 at postgraduate level.

The University enjoys an international reputation for excellence in professional and practical education, applied and innovative research, and engagement with the needs of industry and the cities in which we are located. With three campuses in Melbourne (Central Business District, Brunswick and Bundoora), two in Vietnam (Hanoi and Ho Chi Minh City) and a centre in Barcelona, Spain, RMIT is a truly global university. RMIT also offers programs through partners in Singapore, Hong Kong, mainland China, Indonesia, Sri Lanka, Belgium, Germany, Austria and The Netherlands, and enjoys research and industry partnerships on every continent.

RMIT prides itself on the strong industry links it has forged over its 129-year history. Collaboration with industry is integral to the University's leadership in applied research and education, and to the development of highly skilled, globally focused graduates. We are a 5-Star university under the QS Stars international evaluation system, and are 21st in the world among universities less than 50 years old (2015 QS Top 50 under 50 index).

RMIT is ranked among the world's top universities in 23 of 38 assessed subjects (and all five faculty areas) featured in the 2017 QS World University Rankings by Subject. RMIT features among the world's top 100 ranking in the 2017 QS subject rankings in Art and Design; Architecture and the Built Environment; Computer Science, Information Systems, Engineering (Civil and Structural); Engineering (Electrical and Electronic); Communication and Media Studies, Education, Business and Management Studies, and Development Studies. The University's research was rated "well above world standard" in 13 research fields and "above world standard" in a further nine fields in the 2015 Excellence in Research for Australia evaluation. In the 2017 QS Graduate Employability Rankings, RMIT is ranked seventh in Australia and 71-80 in the world on the basis of employer reputation, alumni outcomes, partnerships with employers, employer-student connections and graduate employment rate.

www.rmit.edu.au

RMIT Vietnam

RMIT International University Vietnam is the Asian hub of RMIT University. RMIT Vietnam is leading the way in creating an innovative research, teaching and learning culture. It is committed to providing internationally recognised high-quality education and professional training for its students, clients and members of the community.

As an internationally recognised Australian university based in Asia, RMIT Vietnam assists in the development of human resources in Vietnam and the region by providing opportunities for students from around the world to belong to an international educational community that supports them to achieve their potential in an increasingly globalised world.

Degrees are awarded by RMIT University in Australia, allowing Vietnamese students to receive an overseas education without having to leave home. RMIT Vietnam is also host to students from Australia and many other countries. All degree programs are recognised by the Vietnamese Ministry of Education and Training (MOET) and are audited by the Australian Universities Quality Agency. RMIT Vietnam is an English-speaking university, and all teaching is in English.

www.rmit.edu.vn

School of Science, Engineering & Technology (SSET)

The School of Science, Engineering & Technology (SSET) at RMIT Vietnam is closely affiliated with the College of science, technology, engineering, mathematics, and health (STEM) of RMIT University Melbourne, delivering the College's award programs and developing research in the fields of science, engineering, and health. Programs currently taught on the Vietnam campus include the Bachelor of Information Technology, Bachelor of Engineering (Electrical and Electronics), Bachelor of Engineering (Software Engineering), Bachelor of Engineering (Robotics & Mechatronics) and the Doctor of Philosophy (Engineering) (Electrical & Electronics Engineering).

It is planned that further undergraduate and postgraduate programs from the College of Science, Engineering and Health will be introduced to the Vietnam campus in 2021 and the near future.

The School is a critical part of RMIT Vietnam in influencing the development of the region and RMIT's position as the regional leader in STEM, and its impact on the surrounding communities.

Position Summary

RMIT is seeking an international leader to be Dean of School in the School of Science, Engineering & Technology (SSET). The Dean is responsible for providing strategic leadership for the School, and academic leadership in the disciplines of Engineering, Aviation, IT, Science and related disciplines for all staff and students in the School. The position is located at the HCMC campus RMIT Vietnam.

The Dean of School will lead the school as the centre of excellence for digital futures in Vietnam and the Southeast Asian region in line with RMIT Vietnam's strategic vision. The Dean of School will be a senior academic with a strong international standing in the areas of teaching and learning, research, industry partnerships planning and setting and operationalising the School's strategic aims and objectives. The Dean of School will lead high level engagements with relevant industries, government departments and represent RMIT University in public events as well as alumni of RMIT University to ensure the School is well connected to the community.

The Dean of School will bring a strategic mindset to take the school to the next level of evolution in line with strategic direction and will be a strong leader who will build people capability and talent pipeline in school leadership team and across different disciplines.

The Dean of School is expected to be well networked with industry partners and will help further enhance these networks/links to build industry engagement and partnerships, and to nurture a research culture amongst staff. Meeting the requirements of RMIT University for admission to the University's Professoriate, the appointee will be a member of the Board of the College of Science, Engineering and Health of RMIT University and will be an active participant in the College's communities of research practice.

Reporting Line

The position reports directly to the Deputy Vice Chancellor of the STEM College for academic matters and to the Pro Vice Chancellor RMIT Vietnam for management issues. The Dean of School will also be a member of the Executive Committee of Melbourne based STEM College.

Organisational Accountabilities

RMIT Vietnam is committed to the health, safety and wellbeing of its staff members. RMIT Vietnam and its staff members must comply with a range of Vietnamese legal and regulatory requirements, including foreign investment & business, import & export, contracts & commerce, banking, finance & foreign exchange, labour, taxation, land & premises, environment, and immigration. RMIT Vietnam expects all staff members to comply with its Code of Conduct, policies and procedures, which relate to legal and regulatory requirements and our ways of working. Appointees are accountable for completing training on these matters and ensuring their knowledge, and the knowledge of their staff, are up to date.

Key Accountabilities

Leadership Responsible for the academic standing and overall leadership of the School including the effective management of human, financial and other resources in order to maintain and enhance the School's academic standards, its teaching, research and industry engagement and interaction with the external community.

Management. Provide both strategic and day-to-day management of the School including the implementation of the School's strategic and operational plans consistent with University plans. Create and maintain a high quality, productive and supportive educational environment for staff and students.

Planning. Provide academic and professional leadership by contributing to strategic direction setting, policy and planning processes of the School, the College of Science, Engineering and Health, and RMIT Vietnam through participating in relevant School, College and RMIT Vietnam forums committee and associated projects. As a member of the President's Executive, contribute to the academic management of RMIT Vietnam.

Key Selection Criteria

1. **Scholarship.** Possess a distinguished record of academic and / or professional achievement in IT, Engineering or Science and related disciplines.
2. **Innovative teaching and learning.** Demonstrated experience of fostering a culture of academic excellence to provide a quality, student-centred, learning and teaching environment that represents international leading practice.
3. **Leadership ability.** A successful track record, developed in an international education context (preferably in Asia), of building a culture of scholarship and innovation to maximise student success and staff teaching and research performance as well as of building a strong pipeline of future leaders.
4. **Strategic mindset:** Strong ability to lead and progress the school strategically and in line with RMIT Vietnam's ambition and focus.
5. **Management.** High level management skills, employing a collegial approach to planning, negotiating and implementing initiatives in the context of external constraints, existing organisational strategies, plans and budgets.
6. **Communication.** High level written and oral communication skills; the ability to build strong and effective professional relationships; and, a considered approach to interactions with peers, staff, students and external stakeholders.
7. **Project management.** Excellent leadership experience, gained in a multi-site trans-national tertiary education or equivalent context, in planning, developing, implementing and reviewing strategic innovations.

Qualifications

Mandatory

PhD or relevant Doctoral qualification

Preferred

Completion of the Certificate of University Teaching program or equivalent¹ (if the appointed candidate does not meet this requirement at time of appointment, they will be supported to complete this as a requirement to fulfil their probation)

Notes:

The successful applicant to this position will need to satisfy criteria for appointment to RMIT’s professoriate (see <http://www.rmit.edu.au/browse;ID=6335fr6yma3m>).

This position description is current as of July 2023. It may change from time to time to reflect operational needs and organisational structure.

English Proficiency

English is the language of teaching and communication at RMIT Vietnam. For this role, the minimum requirement is IELTS (Academic) with a score of at least 7.0 with no band less than 6.5.

For Higher Education roles, English Language Proficiency may also be proven by having completed PhD studies in English and by being able to demonstrate in writing, proof of teaching in an English-speaking environment over the past 24 months.

Work Permit

All foreign employees must adhere to the requirements for obtaining a valid visa and work permit in Vietnam. These requirements are mandated by the Government and may be over and above the mandatory requirements and key selection criteria. Work permit requirements are subject to change.

RMIT Vietnam accepts zero tolerance to non-adherence of the immigration laws of Vietnam.

Endorsed:	Signature: Name: Title: Pro Vice Chancellor Vietnam Date:	Approved:	Signature: Name: Title: Deputy Vice Chancellor STEM College Date:
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