



THE UNIVERSITY
OF QUEENSLAND
AUSTRALIA

CREATE CHANGE

Appointment of

Professor and Head of School, School of Communication and Arts

FACULTY OF HUMANITIES, ARTS AND SOCIAL SCIENCES



CONTENTS

Faculty of Humanities, Arts and Social Sciences	01
School of Communication and Arts	02
Equity, diversity and inclusion (EDI)	03
Role of the Professor and Head of School, School of Communication and Arts	04
About you	07
Conditions of employment	08
How to apply	08
The University of Queensland	09
Governance	10
Strategic direction	10
Strategic Plan 2022–2025	11
UQ Leadership Framework	12
About Brisbane	13
Further information	14



Faculty of Humanities, Arts and Social Sciences (HASS)

The Faculty of Humanities, Arts and Social Sciences (HASS) is a large, multi-disciplinary faculty with a broad range of research and teaching areas. From anthropology, archaeology and art history, to classics, communication and criminology, the disciplines that make up HASS are critical drivers of the University's mission to generate 'knowledge leadership for a better world.' The Faculty is based at the St Lucia campus in the iconic Forgan Smith building, at the heart of the University – The Great Court. HASS is made up of seven schools – Communication and Arts; Education; Historical and Philosophical Inquiry; Languages and Cultures; Music; Political Science and International Studies; and Social Science. It also houses the Institute for Social Science Research, the Centre for Policy Futures, as well as several school-based centres. The Faculty connects with creativity via UQ's three leading museums – each aimed at showcasing new ideas in discovery, creative practice and learning in its many forms: the UQ Art Museum, the Anthropology Museum and the RD Milns Antiquities Museum. It plays host to the Institute for Modern Languages – connecting people around the world through community language learning.

The Humanities, Arts and Social Sciences are essential for a sustainable, ethical and inclusive society, and the Faculty enjoys principled, collaborative leadership across its units, with a commitment to developing the best in professional and academic staff. The Faculty is committed to the goals of increasing Aboriginal and Torres Strait Islander employment, representation and empowerment; decolonising institutional practices; and participating in extramural movements toward social justice.

Executive Dean Professor Heather Zwicker joined UQ in 2018 with a fresh vision of interdisciplinary collaboration, public accountability and commitment to the student experience. Heads of School are eager to ensure that HASS continues to be a powerhouse for superlative research across the arts, humanities, social sciences and education, while boasting exciting, responsive teaching in a broad range of programs. The complementary nature of our disciplines attracts a diverse cohort of international and domestic students, with 600 research higher degree students, approximately 2,000 students in postgraduate coursework degrees and close to 6,500 undergraduates. HASS has a strong identity and a long tradition of innovation and leadership, offering a broad range of programs, including one of UQ's largest, the Bachelor of Arts.

The Humanities, Arts and Social Sciences are vital to The Queensland Commitment, which states our commitment to ensuring that education and opportunity are available to all Queenslanders. By 2032, our aim is to have 30 per cent of our domestic undergraduate students coming from a rural, regional, remote, or low socio-economic background. Currently, our Faculty holds the largest cohort of these students, and we will continue to work collaboratively with communities, partners, and government across the state to ensure we reach our goal.

The Faculty of Humanities, Arts and Social Sciences produces nationally and internationally regarded research across its many and varied disciplines. In addition to strong performance with external funding, our researchers have won prizes, gained reputations for research excellence, performed exceptionally in the Excellence for Research in Australia (ERA) exercise and in global university rankings, among many other measures.

Our strong performance reflects the quality of world-changing work our academics are undertaking, with their breakthrough discoveries having a positive impact on society and changing the lives of others around the globe.

More information about the Faculty can be accessed at hass.uq.edu.au



School of Communication and Arts

The School of Communication and Arts is a large, multi-disciplinary unit with an international reputation for outstanding research and teaching in English Literature, Creative and Professional Writing, Drama, Art History, Communication, Film and Television Studies, Journalism, and Public Relations. It has over 60 academic and research staff and 16 professional staff. SCA academics are widely published internationally and have extensive research backgrounds.

The School is home to [AustLit](#), an internationally recognised research and publishing facility supporting studies of Australian culture. [BlackWords](#), a vitally important part of AustLit, is a deep and wide record of Aboriginal and Torres Strait Islander publications. It covers all forms of creative writing, plus film, television, criticism and scholarship, both by and about Aboriginal and Torres Strait Islander writers and literary and storytelling cultures.

The School hosts formal centres, the Centre for Creative and Critical Writing and the Centre for Communication and Social Change, and a number of interdisciplinary research clusters. A particular point of pride is the newly refurbished, historically significant [Avalon Theatre](#).

More information about the School can be accessed at communication-arts.uq.edu.au.



Equity, diversity and inclusion (EDI)

Our commitment

We know that our success as a university is determined by our ability to attract and retain highly talented, committed people who are leaders in their field. For this reason, we are intent on embedding a supportive and inclusive culture built around UQ's values, where the many talents, passions and perspectives of our staff and alumni are encouraged and nurtured.

In line with this, UQ deeply values equity, diversity and inclusion, and seeks to reflect the broader community by attracting and retaining high-quality staff from a range of backgrounds. We are committed to identifying and addressing areas of under-representation among staff and aim to provide a respectful and healthy work environment for staff from all backgrounds, focusing on six key areas:

- Aboriginal and Torres Strait Islander employment
- Gender
- Sexuality, gender and sex
- Cultural and linguistic diversity
- Disability
- Age

UQ has a progressive diversity and inclusion policy framework to support and enable staff.

UQ's strategic EDI priorities

UQ has committed to specific targets (The University of Queensland Strategic Plan) in the areas of gender equity and Indigenous employment and undertakes substantial programs of work to achieve these strategic aims.

Improving gender equity

UQ has a [range of initiatives](#) to address barriers to attraction, retention and progression of women and gender diverse staff and close the gender pay gap. We remain committed to changing workplace culture and making gender equality central to our work demonstrated by:

- UQ Gender Equality Action Plan
- SAGE Athena SWAN Bronze status
- AWEI Gold Award
- UQ Gender Steering Committee
- UQ Ally Network

Aboriginal and Torres Strait Islander employment

UQ is committed to the employment, career development and support of Aboriginal and Torres Strait Islander peoples and recognises their contributions to its community in academic and professional roles and at all levels across UQ. The Indigenous Employment team seeks to create an environment of cultural respect and understanding across UQ for all Aboriginal and Torres Strait Islander employees, and invites them to join the Indigenous staff network to stay informed and be actively involved in the UQ Indigenous community.



Role of the Professor and Head of School

Primary purpose of the position

The Head of the School of Communication and Arts is a key operational and strategic leadership role responsible for enacting the School, Faculty and UQ vision, cultivating collaborative and productive relationships and delivering outstanding results across the core activities of the School. This is achieved through generating and enacting the School's vision and strategy, inspiring and leading academic and professional staff, and effectively managing the School's resources, governance frameworks and administrative processes. Delivering high quality teaching, research and impact involves engaging and collaborating productively with a range of other groups and organisations within and beyond the University.

The primary role of the Head of School of Communication and Arts is to provide academic leadership of the School, leading the teaching and research activities of the School and the School's meaningful engagement with its alumni, its public sector and industry partners, and the professions of relevance to the School. A fundamental responsibility of the Head is to ensure the School's production of high quality graduates and research outputs that have national and international impact.

To achieve this, the Head is ultimately responsible for:

- The governance of the School and the establishment and development of the next phase of its strategic direction.
- The guidance and development of teaching, research and engagement.
- The nurturing and development of strong partnerships with graduates, employers, public, non-profit and private sector partners and the profession.
- The guidance and development of staff and the management of human resources related issues.
- The management of finances and infrastructure through effective planning, revenue generation, budgeting and expenditure control.
- Ensuring the School engages fully with First Nations peoples and supports the recruitment and development of Indigenous staff and students consistent with the Reconciliation Action Plan of the University and the Faculty's aspirations.
- Internationalisation of the School.

As a Professor of the University the appointee will be expected to display a high level of leadership in their teaching, research, service and engagement, and be recognised internationally for their scholarly contribution and, where relevant, for its impact on policy or practice to a level consistent with appointment as a Level E academic of the University. See the Criteria for Academic Performance Policy [here](#).

Duties and responsibilities

Duties and responsibilities include, but are not limited to:

Responsibilities

- Drives self and others to deliver outstanding School results across the full range of disciplines represented in the School



- Develops, implements, maintains and evaluates aspirational strategy and plans, including setting goals and key performance indicators, in alignment with UQ and the Faculty's vision and objectives
- Maintains a culture of innovation and continuous improvement which facilitates outstanding research, teaching and student outcomes
- Establishes and maintains suitable governance and quality assurance frameworks, procedures, and organisational, executive and committee structures, which support effective decision-making and appropriate delegations
- Develops new and strengthens existing collaborations, linkages, partnerships and relationships in pursuit of school objectives, including disciplinary augmentation, teaching and research, development aspirations, commercial endeavours, student enrolments and internationalisation plans
- Fosters a collegial and collaborative research, supervision and researcher development, teaching and citizenship/service culture, including supporting the development of Early Career Researchers
- Manages/controls the School's finances, spaces, infrastructure and resources including maintaining the School budget; maintaining fiscal discipline and effective planning; revenue generation and infrastructure/resource expenditure in accordance with University guidance
- Pursues opportunities to increase revenue, including (but not limited to) attracting full fee-paying students; increasing external funding through grant success and philanthropy; and commercialising the results of research and intellectual property

Leadership and management

- Leads and manages staff in accordance with the UQ's Leadership framework
- Supervises and works in partnership with the School Manager, School portfolio holders and other direct reports; accepting delegated tasks where applicable
- Guides and develops staff, through the delivery of structured and effective mechanisms to support core people capabilities throughout the employee life-cycle, with a view to supporting career development
- Drives team and School performance, positive workplace culture, empowers independence and cultivates cohesion and collaboration
- Upholds the highest standards of workplace health, safety and wellness
- Oversees appropriate governance models to support timely and transparent decision-making
- Allocates duties in accordance with workload allocation policy and frameworks, to ensure equitable workload distribution and the effective performance of the teaching, research and service functions
- Upholds the highest standards of policy and legislation compliance



Academic leadership

- Provides academic leadership, including promoting collaboration to ensure forward momentum for the School's disciplines and inter-disciplinary endeavours
- Maintains personal academic standing
- Remains abreast of relevant disciplinary directions, emerging research and other factors which may have implications for the School
- Represents the interests and needs of the University to the School, external community and through membership on the Academic Board, Faculty Board(s) and other University groups and committees
- Upholds and protects the highest standards of academic quality, integrity and academic freedom
- Encourages excellence in scholarship, teaching, research, learning and student and researcher engagement, development and enrichment, across the full range of teaching and research endeavour, including NTROs
- Maintain effective links with government departments and authorities, and ensure that the relevant Executive Dean or Institute Director and the Vice-Chancellor's office are informed of the contacts
- Contact business, commerce and industry organisations relevant to the School's or Centre's research and develop research partnerships
- Maintain effective links with graduates and alumni
- Maintain links with employers of graduates
- Maintain productive links with offshore sources of international students.

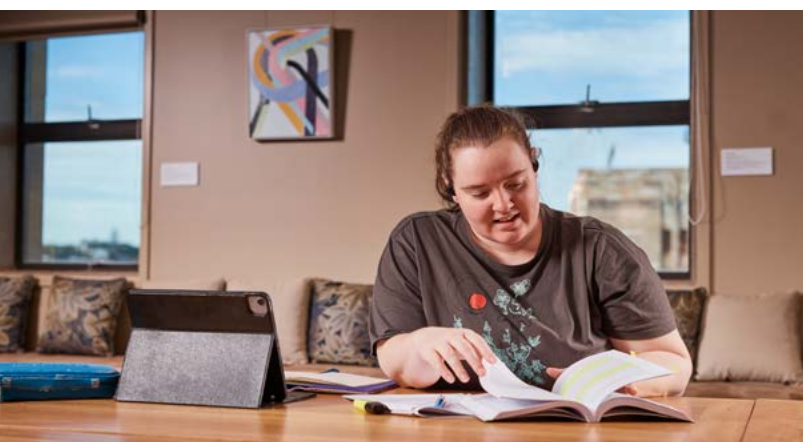
Other

Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:

- The University's [Code of Conduct](#).
- Requirements of the Queensland occupational health and safety (OH&S) legislation and related [OH&S responsibilities and procedures](#) developed by the University, Faculty, Institute or School.
- The adoption of sustainable practices in all work activities, and compliance with associated legislation and related University [sustainability responsibilities and procedures](#).
- Requirements of the *Education Services for Overseas Students Act 2000*, the *National Code 2007* and associated legislation, and related [responsibilities and procedures](#) developed by the University.

Organisational relationships

The position reports to the Executive Dean, Faculty of Humanities, Arts and Social Sciences.



About you

- A PhD in an area relevant to existing strengths of the School, and an international reputation for excellence, with an active and strong teaching portfolio and research track record in publications, competitive grants, and effective PhD supervision.
- Highly developed leadership, interpersonal, communication and people management skills and a track record in leading, motivating and successfully managing a large, diverse team in a collegiate environment.
- Strengths in influencing and negotiating, including the ability to develop and maintain effective relationships with key internal partners and external stakeholders including industry, government and professional bodies.
- Demonstrated expert knowledge and a significant international standing professionally and academically in one or more fields of disciplinary areas relevant to the School.
- Capacity to exercise academic leadership to enhance the standing of the School and Faculty.
- Demonstrated ability to shape organisational culture, implement a successful vision and encourage and support academic and professional staff.
- Cross-disciplinary understanding of research, teaching and student experience across a broad range of programs.
- Sound and successful experience in the management of finance, operations, and human resources.
- Sound appreciation of relevant legislation underpinning University priorities, policies and procedures including equal opportunity and occupational health, safety and welfare.
- A deep appreciation of the importance of equity, diversity and inclusion and a demonstrated track record of mobilising this understanding in recruitment, retention and problem-solving.

Qualification verification

An appointment to this position is subject to the verification of the highest academic qualification from the conferring institution.



Conditions of employment

Employment type and classification

The Head of School role is a full-time, fixed term position for five (5) years. A further appointment may be offered by mutual agreement. Upon negotiation, a continuing Professorial Academic Level E position may be considered.

Salary and benefits

An attractive remuneration package will be negotiated with the successful candidate. The initial appointment will be for a period of five years. The incumbent is entitled to four weeks annual leave, 10 days personal leave and an additional five days carer's leave. Other terms and conditions of employment may be negotiated. Employees of The University of Queensland are eligible for a range of perks and benefits, including:

- Salary packaging through Remserv and Smartsalary
- Corporate Healthcare through UQ's Corporate Healthcare Provider, Bupa
- Access to the Fitness Passport scheme, as well as

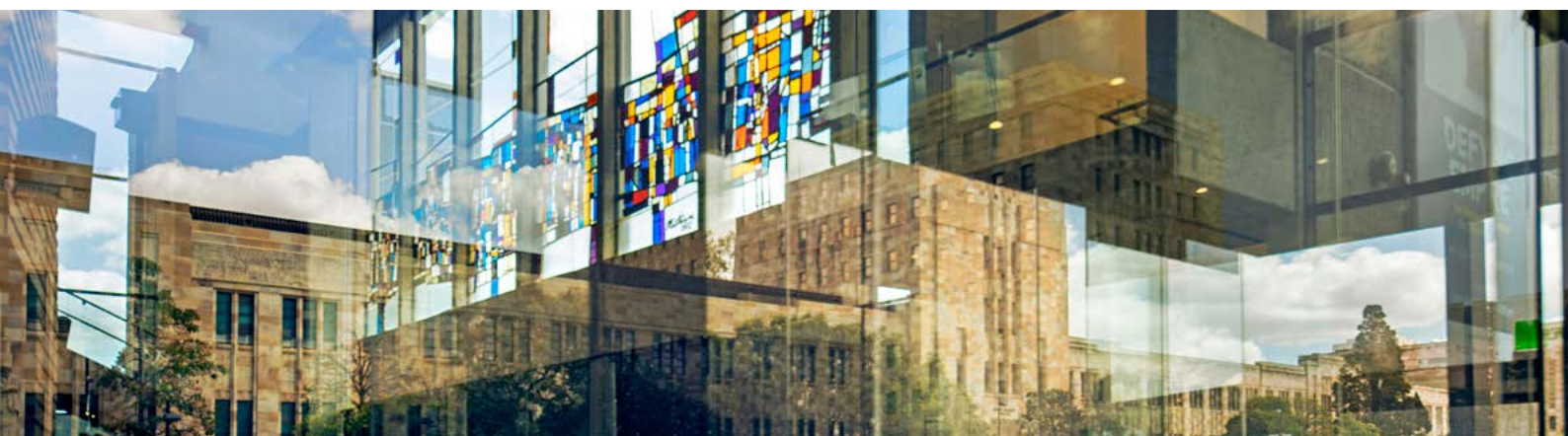
In the case of an interstate or international appointee, the University will meet reasonable removal and establishment expenses subject to approval under University policies. Details will be negotiated as part of the contract of employment.

How to apply

All applicants must supply the following documents through the [UQ Careers](#) portal:

- Cover letter
- Full Curriculum Vitae
- Responses to the 'About You' section, as listed in the Appointment Booklet

To satisfy prerequisite questions and ensure your application can be considered in full, all candidates must apply via the [UQ Careers](#) portal by the job closing deadline. Applications received via other channels including direct email will not be accepted.



The University of Queensland

For more than a century, The University of Queensland (UQ) has created positive change for society by delivering knowledge leadership for a better world.

UQ ranks among the world's top universities, as measured by several key independent rankings, including the CWTS Leiden Ranking (35), U.S. News Best Global Universities Rankings (36), the Performance Ranking of Scientific Papers for World Universities (33), QS World University Rankings (40), Academic Ranking of World Universities (51), and Times Higher Education World University Rankings (70).

At UQ, we're changing the way higher education is imagined and experienced. Our students enjoy a rich campus experience, including a range of accommodation options, as well as innovative and flexible learning pathways, diverse and dynamic partnership opportunities, and an integrated digital and campus learning environment.

More than 55,000 students – including the majority of Queensland's highest academic achievers as well as top interstate and overseas students – study across UQ's 4 beautiful campuses in South East Queensland at St Lucia, Herston, Gatton and Dutton Park. They include around 20,000 postgraduate and approximately 21,500 international students who contribute to a diverse, supportive and inclusive campus community.

With a strong focus on teaching excellence, having won more national teaching awards than any other Australian university, UQ is committed to providing students with the best opportunities and practical experiences during their time with us, empowering them with transferable knowledge and skills that will prepare them to exceed expectations throughout their careers.

UQ's 332,000 graduates are an engaged network of global alumni spanning 184 countries, and include more than 17,700 PhDs.

UQ's 6 faculties, 8 globally recognised research institutes and more than 100 research centres attract an interdisciplinary community of 2,500 scientists, social scientists and engineers, who champion research excellence and continue UQ's tradition of research leadership. This is reflected in UQ being the number one recipient of Australian Research Council Fellowships and Awards nationally across all scheme years (452 awards worth \$339 million).

UQ has an outstanding track record in commercialising innovation, with major technologies employed across the globe and gross product sales of more than \$57 billion.

UQ is one of only 4 Australian members of the global Universitas 21, a founding member of the Group of Eight (Go8) universities, a member of Universities Australia, and a member of the Association of Pacific Rim Universities (APRU).

UQ employs more than 7,500 academic and professional staff (full-time equivalent) and has a \$2.47 billion annual operating budget.



Governance

The University of Queensland is governed by a 22-member Senate representing University and community interests. Senate is led by the Chancellor, elected by the Senate. The University of Queensland Act 1998 grants Senate wide powers to appoint staff, manage and control University affairs and property, and manage and control finances to promote the University's interests.

uq.edu.au/about/governance

Strategic direction

By 2032, UQ will be known as a university that:



Delivers highly sought-after graduates, who are prepared for future success through rich and broad educational experiences



Leads as a premier provider of high-quality postgraduate and lifelong learning opportunities



Leverages the breadth and depth of its research capabilities and vibrant precincts to address the world's most pressing challenges



Is a trusted and agile partner widely regarded as a leader in entrepreneurship, knowledge exchange and commercialisation



Has an extensive global reach in education and research with a strong commitment to capacity building in the Indo-Pacific



Breaks down barriers to education through the targeted and effective Queensland Commitment



Is values-led, deeply committed to delivering for the public good and supporting our people, leading reconciliation, and embracing different life experiences and perspectives



Strategic plan 2022-2025

Our vision

Knowledge leadership for a better world.

Our mission

Our core purpose is to deliver for the public good through excellence in education, research and engagement with our communities and partners: local, national and global.

Our values

What we strive for

Creativity

We apply our creativity as a way of seeking progress. We value new ideas, seek fresh perspectives and pursue game-changing innovations and opportunities

Excellence

We strive for excellence in everything we do. We apply the highest standards to our work to achieve the greatest impact for the benefit of communities everywhere.

Central to what we do

Truth

Truth is central to all that we do as a university. We seek truth through our focus on the advancement and dissemination of knowledge, and our deep commitment to academic freedom and freedom of expression.

How we work together

Integrity

We always act with integrity. As stewards of the University's resources and reputation, we are honest, ethical and principled.

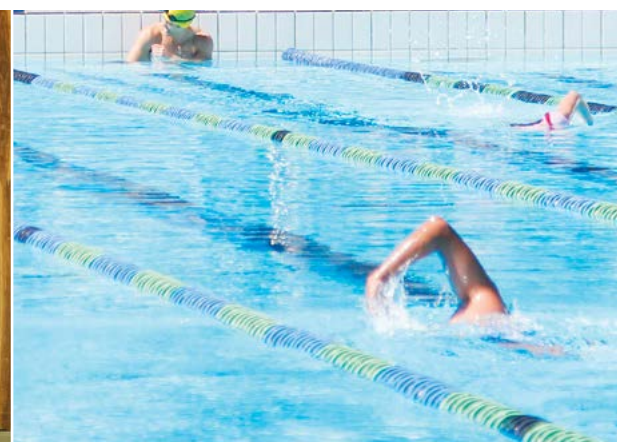
Courage

We are courageous in our decision-making. We are ambitious, bold and agile. We demonstrate moral courage, so that we are always guided by a sense of what is right.

Respect and inclusivity

We provide a caring, inclusive and empowering environment for all. We engage respectfully with one another and promote the value that our diversity brings to our whole community.

about.uq.edu.au/strategic-plan

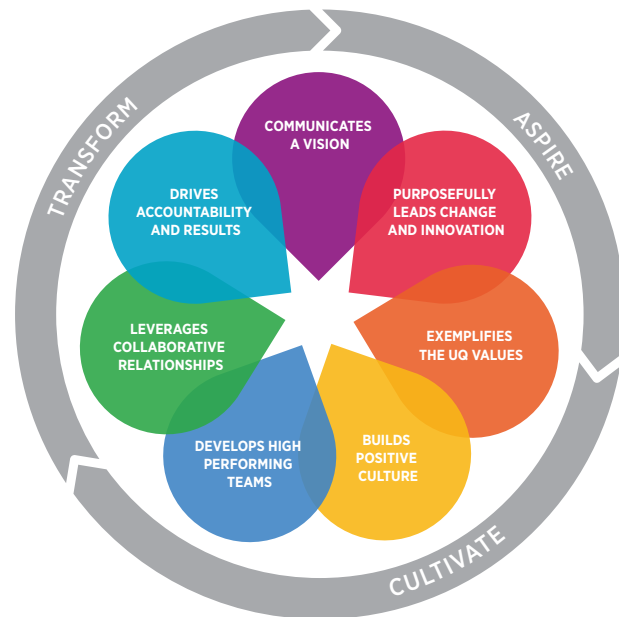


UQ Leadership Framework

As a leader at UQ you are a role model for our values.

Our leaders act with integrity and prioritise the development and growth of our people to ensure excellence for the long term.

The Leadership Framework is underpinned by seven capabilities expected by all UQ leaders.



Aspire

Enact UQ's vision, anticipate change and leverage innovation.

1. Communicates a Vision

Develops and communicates a clear vision and direction for the future, aligned with UQ's vision, values and aspirations.

2. Purposefully leads change and innovation

Remains agile and effectively manages change and unexpected disruption by finding innovative solutions.

Cultivate

Exemplify the UQ values and develop high performing teams and positive culture.

3. Exemplifies the UQ Values

Role models UQ values and demonstrates loyalty to the University.

4. Develops high performing teams

Develops empowered and high performing teams, investing time, energy and resources into helping people achieve their potential.

5. Builds positive culture

Creates respectful and constructive workplaces where people feel safe and valued, and addresses unacceptable behaviours.

Transform

Deliver results that make a difference and create long-term value.

6. Leverages collaborative relationships

Identifies opportunities to collaborate and forges partnerships, embracing the ethos of 'One UQ'.

7. Drives accountability and results

Holds self and others accountable for delivering against objectives and is focused on creating long-term value for UQ.



About Brisbane

Brisbane is the sunny, sophisticated capital city of Queensland and gateway to many famous attractions. Australia's third largest city and fastest-growing capital with a population of more than 2.5 million, it offers a safe, friendly, multicultural environment characterised by the Brisbane River, parklands, convention facilities, museums, theatres, art galleries, a casino, malls, shopping districts, and a host of cosmopolitan restaurants and cafes.

Selected as host city for the 2032 Olympic and Paralympic Games, visitors can expect unbeatable sports experiences in 37 world-class venues, set against a backdrop of iconic beachfronts, breath-taking rural hinterland, and an exciting city rich in culture and entertainment.

Brisbane also offers a range of lifestyle benefits. Combine artistic and outdoor adventures at South Bank, where cultural institutions and restaurants meet riverside gardens and a lagoon. Take a paddle steamer or ferry down the Brisbane River, abseil Kangaroo Point cliffs, or bike ride through the City Botanic Gardens. Or enjoy a day trip to Moreton Island, Noosa, the Sunshine Coast or Gold Coast, or visit beautiful national parks, rainforests and tourist attractions such as Australia Zoo, Dreamworld and other theme parks.

The perfect place to raise a family, Brisbane has been dubbed a food and drink lover's paradise, and is also one of Australia's most liveable and affordable capital cities, with sunny days almost all year round and enough rainfall to keep the city and suburbs cool and green.

A few hours drive north from Brisbane is the Great Barrier Reef, one of the 'natural wonders of the world'. As the largest World Heritage Area, it stretches more than 2,000 kilometres alongside the coast, and is home to around 1,500 species of fish and 350 types of coral. Stradbroke and Fraser Islands are also world-famous attractions close to Brisbane, featuring some of the largest sand dunes in the world.

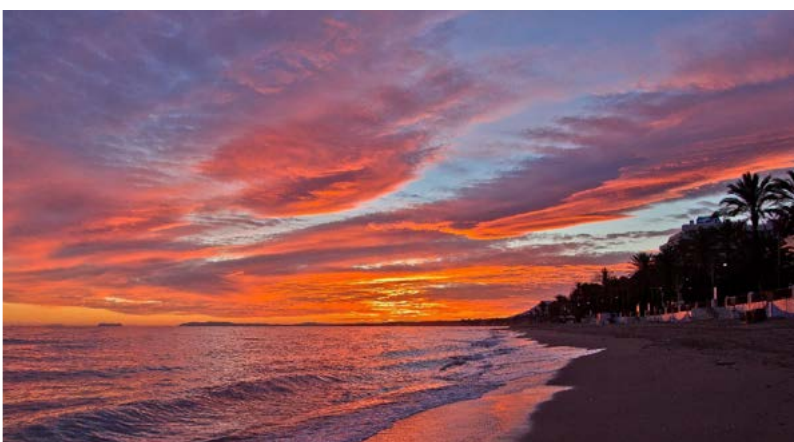
A leader in education

Brisbane has a wide range of high-quality schools at primary and secondary level, religious and non-denominational, single-sex and co-educational, with many offering excellence programs or other specialty features such as the International Baccalaureate. Brisbane also offers some of the greatest learning institutes in Australia, with 3 internationally recognised universities covering all areas of study from law and medicine through to business, marketing, tourism, IT and biotechnology. The University of Queensland (UQ) is one of Australia's leading research and teaching institutes, ranking among the world's top universities.

Lifestyle

In the heart of Brisbane city, Queen Street Mall is a vibrant shopping and lifestyle precinct and is Australia's most popular pedestrian mall. Brisbane is also the home for many of Queensland and Australia's major sporting events in rugby league, rugby union, AFL and cricket.

Brisbane residents have excellent access to health care in both public and private sectors, covering hospitals, general practitioners, dentists, and other allied healthcare professionals. The numerous public and private hospitals include the Princess Alexandra Hospital, the Mater Hospital network, the Queensland Children's Hospital, and the Royal Brisbane and Women's Hospital. Urgent and emergency medical care is readily available to everyone.



Further information

General information on the University is available through the University's website: uq.edu.au

Other documents which you may wish to refer to include:

- Annual Report: about.uq.edu.au/organisation/policies-procedures-guidelines/annual-reports
- Governance: about.uq.edu.au/governance
- Key statistics: pbi.uq.edu.au/ClientServices/UQStatistics/index.aspx
- Organisation chart: about.uq.edu.au/files/5643/org-chart.pdf
- Research at UQ: research.uq.edu.au
- Strategic Plan 2022–2025: about.uq.edu.au/strategic-plan
- UQ Global Strategy: global-strategy.uq.edu.au
- UQ Reconciliation Action Plan: about.uq.edu.au/reconciliation/plan
- UQ Aboriginal and Torres Strait Islander Employment Strategy: staff.uq.edu.au/files/24066/uq-indigenous-employment-strategy-2019.pdf





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