

Rewarding careers at Melbourne

Candidate Information Pack



Professor of Archaeology,
School of Historical and Philosophical Studies,
Faculty of Arts



THE UNIVERSITY OF
MELBOURNE

Acknowledgement of Country

The University of Melbourne acknowledges the Traditional Owners of the unceded land on which we work, learn and live: the Wurundjeri Woi-wurrung and Bunurong peoples (Burnley, Fishermans Bend, Parkville, Southbank and Werribee campuses), the Yorta Yorta Nation (Dookie and Shepparton campuses) and the Dja Dja Wurrung people (Creswick campus).

The University also acknowledges and is grateful to the Traditional Owners, Elders and Knowledge Holders of all Indigenous nations and clans who have been instrumental in our reconciliation journey.

We recognise the unique place held by Aboriginal and Torres Strait Islander peoples as the original owners and custodians of the lands and waterways across the Australian continent, with histories of continuous connection dating back more than 60,000 years. We also acknowledge their enduring cultural practices of caring for Country.

We pay respect to Elders past, present and future, and acknowledge the importance of Indigenous knowledge in the Academy. As a community of researchers, teachers, professional staff and students we are privileged to work and learn every day with Indigenous colleagues and partners.



Message from the Head of School

Margaret Cameron

Dear applicant,

Allow me to introduce you to the School of Historical and Philosophical Studies and outline the exciting and dynamic workings of our Classics and Archaeology discipline, where this position will be situated. The discipline sits alongside History, Philosophy, History and Philosophy of Science, Jewish and Hebrew Studies, and Cultural Materials Conservation.

Our academics are internationally recognized for their dynamic research in archaeology. We have archaeological sites around the world where we enjoy long-standing and deep commitments to the local communities. Academic staff lead multiple digs each year, accompanied by undergraduate and Honours (4th year) students, as well as M.A. and PhD students. This research is funded and supported and we are eager to expand our global reach.

Teaching at the University of Melbourne, where the Faculty of Arts is ranked first in all of Australia, is deeply rewarding. Collaborative and team-teaching is encouraged at all levels, and the current academic staff in Classics and Archaeology have a long tradition of working with one another to deliver state-of-the-art classes to our brilliant students.

The discipline members also enjoy strong connections with industry partners and the wider Victorian community. We regularly engage in outreach to high schools, host regular and well-attended public events, and enjoy meaningful bonds with local interested members of the public. Philanthropy is strong and we encourage these relationships that enable us to offer scholarships, prizes, and other benefits to our students.

We are looking for our next Professor of Archaeology who will lead a Major Gifts program for the Classics and Archaeology discipline, working with alumni and donors of strategic importance to the teaching and research of the Faculty of Arts. The role requires the ability to manage relationships both internally and externally and to engage with academic colleagues. Diplomacy, strategic thinking and highly effective relationship building skills are required to enable you to secure transformational philanthropic support for the School's and Faculty's priorities.

Creating new opportunities to respond to world events is strongly desirable. By joining us at the University of Melbourne, you will have the opportunity to forge new teaching pathways and research projects.

If you have any questions, please contact me: margaret.cameron@unimelb.edu.au.

Regards,

Professor Margaret Cameron

Head of the School of Historical and Philosophical Studies

We're looking for eminent leaders with a commitment to collaboration and collegiality.

Joining the academic circle at the University of Melbourne offers opportunities to engage in research, teaching, and scholarly endeavours that contribute to advancing knowledge and shaping the world's future. It's a chance to collaborate with diverse minds, contribute to innovative research, and be a part of a community committed to making a positive difference.

The Faculty of Arts

The Faculty of Arts at the University of Melbourne is widely recognised as Australia's leading centre for the study of the Humanities and Social Sciences

The Faculty of Arts is committed to creating a workplace where equity, diversity and inclusion are celebrated and everyone is treated fairly, regardless of gender, sexuality, ability, ethnicity, religion or age. People with diverse experiences and especially Aboriginal and Torres Strait Islanders and other First Nation people are strongly encouraged to apply.

If you have any accessibility or other requirements for the application or interview, please contact us. We are dedicated to ensuring barrier free and inclusive practices to recruit the most talented candidates. A position description is available in alternate formats if required, including large print.

The Faculty of Arts at the University of Melbourne brings together leading scholars across 40 disciplines of study in the Humanities and Social Sciences. Our academic staff are of international standing and committed to excellence in teaching and research.

The Faculty is home to the University's first degree, the Bachelor of Arts, which is one of the most sought-after degrees in Australia, consistently attracting outstanding students from around the country and internationally. Our teaching programs encourage critical inquiry, creativity, global perspectives and the questioning of ideas. In 2016, the Faculty opened Arts West – an award-winning building in the heart of the historic campus and a new home for the Bachelor of Arts. Arts West supports active and informal learning through object-based learning laboratories and purpose-built teaching spaces which has transformed teaching and learning in the Humanities and Social Sciences, setting a new benchmark in the Asia region.

Our Graduate School of Humanities and Social Sciences offers 19 professionally oriented Masters programs, including Arts and Cultural Management, Applied Linguistics, Global Media Communication, International Relations and Public Policy and Management. The Graduate School also houses our outstanding PhD program.

Over its 150-year history, the Faculty has produced leaders in a wide range of fields, including government, business, creative industries and media, community and not-for-profit organisations. The Faculty maintains strong strategic relationships with leading international universities through joint teaching collaborations, research projects and student exchange programs. Partnerships with government, not-for-profit and private organisations facilitate work integrated learning opportunities for our students and research collaboration with our researchers. The Faculty has an active and vibrant outreach program, promoting lifelong learning in the Humanities and Social Sciences.

Our community includes over 700 academic and professional staff, 13,000 students across undergraduate, graduate coursework and research higher degree programs, and a strong and active alumni population of over 70,000 worldwide.

Alongside the Graduate School of Humanities and Social Sciences, the Faculty consists of five interdisciplinary Schools:

- **Asia Institute** – the University's key centre for study in Asian languages and cultures, with programs including Arabic, Chinese, Indonesian and Japanese languages, alongside Asian, Islamic and Contemporary Chinese Studies.
- **School of Culture and Communication** – with programs in Art History and Curatorship, Arts and Cultural Management, Indigenous Studies, Creative Writing, English and Theatre Studies, Media and Communications, Publishing and Communications, Journalism, and Screen and Cultural Studies.
- **School of Historical and Philosophical Studies** – encompassing History, History and Philosophy of Science, Philosophy, Jewish and Hebrew Studies, Conservation and Classics and Archaeology.
- **School of Languages and Linguistics** – includes language learning and cultural studies in French, German, Italian, Russian and Spanish and Latin American Studies; alongside European Studies, Linguistics and Applied Linguistics, and English as a Second Language.
- **School of Social and Political Sciences** – with programs in Anthropology and Development Studies, Criminology, Political Science, and Sociology and Social Policy.



The School of Historical and Philosophical Studies

The School of Historical and Philosophical Studies is a place to discover – and contribute to – bold ideas about humanity and its complex societies.

The School offers a wide range of subjects in History, Philosophy, History and Philosophy of Science, Classics and Archaeology, The Grimwade Centre for Cultural Materials Conservation and The Program in Jewish Culture & Society. SHAPS has a large Honours and postgraduate student cohort.

Classics and Archaeology program

Classics and Archaeology is a leading program for the study of the ancient world. It is home to cutting edge research and field study undertaken by its staff, researchers and fellows. We offer a multidisciplinary perspective on Graeco-Roman, Aegean, Egyptian and Near Eastern civilisations and at the same time emphasize their connections with wider Eurasia in antiquity and the early middle ages.

We teach a wide variety of subjects in Classics (study of literature, philosophy, myth, art and architecture of ancient Greece and Rome), ancient history, Archaeology, and ancient languages (Greek, Latin and Egyptian). The program provides access to world-class research facilities such as the classics and archaeology collection at the Ian Potter Museum of Art.

Archaeology at Melbourne

The University of Melbourne has a long tradition of leading archaeological field work projects in the Middle East: Syria, Türkiye and more recently Georgia.

It is also currently involved in archaeological projects in Italy and Greece.



The position

It is essential that the Selection Criteria be addressed in the job application. At this university this means including a document that addresses each of the criteria, separate to the CV and Cover Letter. Applications that fail to address the Selection Criteria explicitly will not be considered. If you have any queries about this please contact Professor Frederik Vervaeke (and see 'how to apply' section below).

This position resides within the Classics and Archaeology Discipline and reports to the Discipline Chair and Head of School.

We seek to appoint a full Professor in Archaeology who specialises in Near Eastern or East Mediterranean archaeology, whose focus is field archaeology of the ancient Near East and the Eastern Mediterranean from the Bronze Age to the end of the Achaemenid Persian Period.

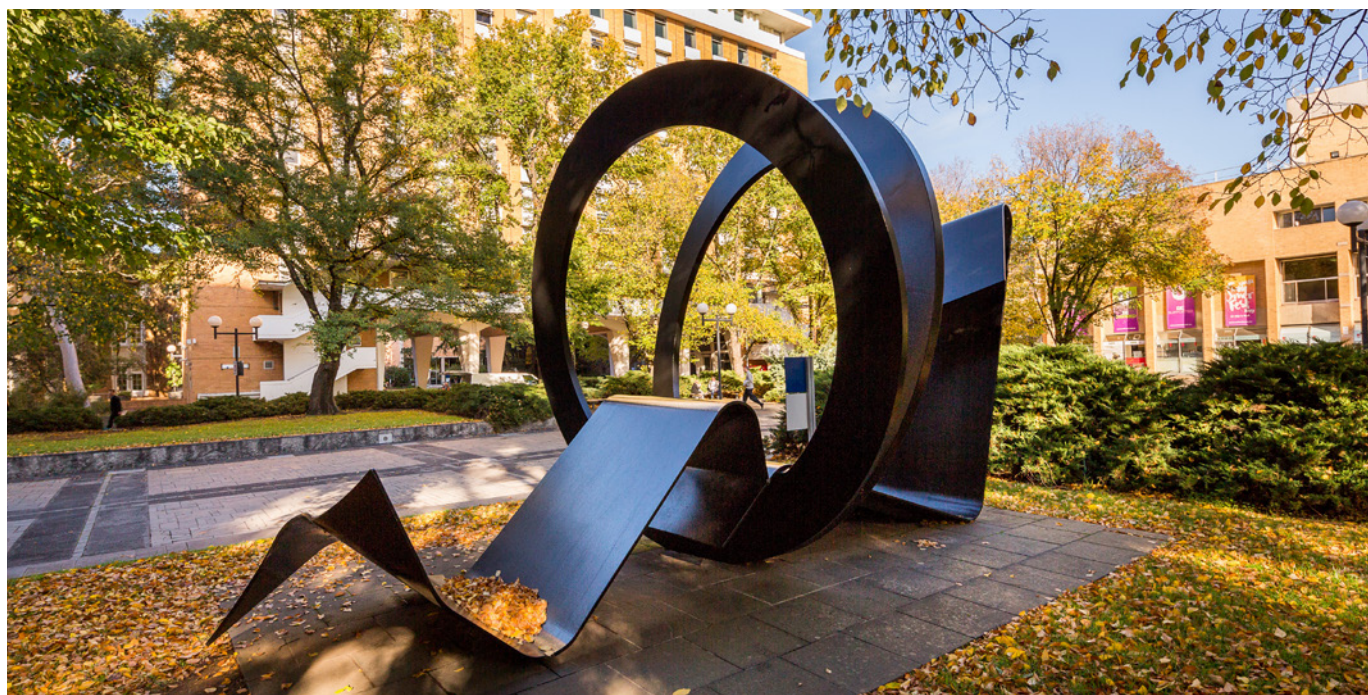
The successful candidate is expected to teach at all levels (undergraduate and postgraduate) - and will work closely with the Discipline Chair and Classics and Archaeology colleagues. The role will be responsible for coordination of subjects in accordance with the Faculty's Local Operating rules and will also be responsible for all administrative tasks associated with the delivery and assessment of specified subjects and the development of subject teaching materials. In addition, the role will contribute to the production of the program's peer-reviewed academic journal Ancient Near Eastern Studies.

A Professor will provide leadership and foster excellence in research, teaching and policy development in the academic discipline across the University and within the community, professional, commercial or industrial sectors. A Professor will have attained recognition as an eminent authority in their discipline, will have achieved distinction at the national level and may be required to have achieved distinction at the international level.

A Professor will make innovative and distinguished contributions to scholarship and research and teaching in their discipline. The Academic will make a commensurate contribution to the work of the University. A Professor will provide leadership in their field of research within the University, discipline and/or profession and within the scholarly and/or general community. A Professor will foster excellence in research, research policy and research training.

We welcome applications from Aboriginal and Torres Strait Islander people, people from diverse cultural backgrounds, people of colour, and people with disabilities. We welcome applications from people with lived experience.

In line with the special measure H103/2014 provided for under section 12 of the Equal Opportunity Act 2010 (VIC), applications are invited from suitably qualified candidates who identify as women (cis and trans gender), non-binary or gender diverse.



Job description:

Key duties and responsibilities

Role

Professor of Archaeology

Location

Parkville Campus, Melbourne, Australia

Salary

Level E - \$226,517

Plus employer superannuation contribution of 17%

Length of employment:

Full time/Continuing

The incumbent will possess outstanding performance and pre-eminence as a scholar of international standing.

A Level E Academic (= full Professor) will have attained recognition as an eminent authority in their discipline and achieved distinction at national and international levels. All full Professors of the University are members of the Academic Board of the University.

A Level E Academic will make an outstanding contribution to the research, scholarship, teaching and administration activities within the School, Faculty, and University. A Level E Academic will make an outstanding contribution to governance and collegial life, inside and outside, of the institution and will have attained recognition at a national or international level in their discipline. They will make original and innovative contributions to the advancement of scholarship, research and teaching in their discipline.

Teaching and learning

- Undertake curricula development and teaching into undergraduate and/or postgraduate programs
- Subject coordination including the supervision of sessional tutors (administrative and academic)
- Curriculum design and innovation, including cross-disciplinary approaches
- Play a major role in the review and development of curriculum within the discipline/program and model effective and collaborative pedagogical practices
- Development of technology-based teaching, learning and assessment programs and resources
- Design and delivery of overseas subjects and other student mobility programs
- Apply for teaching and learning innovation grants (with emphasis on national competitive and peer reviewed)
- Contribute to and play a leadership role in raising the teaching profile of the discipline

Research

- Provide leadership and research-related mentoring to staff in the Archaeology discipline
- Build collaborative relationships with other University schools, departments and centres
- Encourage and foster collaborative research relationships between program staff and external partner academics and institutions
- Promote collaboration across institutions, nationally, and internationally as required to further relevant research and raise the discipline's research profile both nationally and internationally
- Lead and actively participate in research activities of the discipline, in research seminars as well as at national and international conferences
- Publications, including (but not limited to) peer-reviewed journal articles, book chapters, books, creative outputs and commissioned reports
- Apply for research grants that reflect the strategic priorities of the School, Faculty and the University, as per the Faculty guidelines (emphasis on competitive, international and peer-reviewed)
- Be responsible for implementing effective measures for attracting high quality research Higher Degree Research students with demonstrated outcomes of increased enrolment, supervision and completion.

Leadership And Service

Professors at the University have a unique opportunity to profess their discipline in the public arena and to ensure the community is well informed on key issues affecting it. The Professor of Archaeology is expected to have strong community linkages, have interactions with industry and stakeholders, have communications through the press, and demonstrate leadership across the discipline and school.

- Be a leader within the Archaeology discipline, the School and the University and contribute to the strategic direction of the discipline
- Active engagement in service, leadership and coordination roles in the discipline, School and Faculty demonstrating respectful, inclusive behaviours at all times and building trust amongst colleagues
- Mentor and supervise the performance of colleagues
- Active participation in committees (Discipline, School, Faculty, University)
- Leadership in development of national and international institutional partnerships and networks
- Compliance with University policy and procedural requirements and actively contribute to a workplace culture of accountability, communication and transparency
- Continuing professional development activities

Selection Criteria

Essential

- A completed PhD in the Archaeology of the ancient Near East or Eastern Mediterranean civilizations
- Demonstrated experience in leading an archaeological fieldwork project
- Demonstrated ability for excellence in teaching including the capacity to initiate course development
- An internationally recognised publication record of distinction and innovation and recognised excellence in their research field that complements the existing research strengths of Archaeology at Melbourne
- Demonstrated track record of success in gaining nationally and/or internationally competitive research grants
- Ability to supervise honours and postgraduate coursework degree theses
- Demonstrated capacity for multidisciplinary and collaborative research
- Capacity to attract research grants and consultancies
- Demonstrated knowledge and understanding of the learning orientations of a diverse student cohort, combined with the ability to apply this knowledge and understanding to create a highly inclusive student learning environment
- Demonstrated professional and collegial behaviour of a very high standard (encompassing commitment to the Faculty's Values and Behaviours)

Desirable

- Practising field archaeologist involved in an ongoing field project, which can provide training places for Melbourne students
- Strong computer literacy in line with the University's commitment to eTeaching and eLearning
- Experience in community engagement with a capacity to build local and international networks and partnerships

Special Requirements

- Employment in this position is conditional upon completion of the University's "fit and proper" checks where required and receipt of a valid Working with Children Check prior to commencement.

Working in Faculty of Arts

Strategy

Under the leadership of Professor Leslie Stirling, we have launched a Faculty of Arts Strategy focusing on:

- Transformative learning
- Research that makes a difference
- Partnerships that add value
- Support for all staff

Our Mission

The Faculty of Arts is committed to benefiting the peoples, cultures and economies of Melbourne, Australia, the region and the world.

We do this across our distinctively broad range of Humanities and Social Sciences disciplines by creating, transforming and sharing knowledge that deepens and enriches understanding of what it means to be human and by developing graduates whose skills, values and empathy enable them to shape better, fairer and more sustainable societies.

Our Values and Behaviours

We expect all our staff to commit to our values of:

- Rigour and integrity, generosity and humility, intellectual freedom and critical independence
- Diversity and inclusion, trust and mutual respect, social justice and civic responsibility
- Courage and creativity, openness and transparency, environmental sustainability.

Our Vision

Building on our achievements to date, by 2025 the Faculty of Arts will be:

- the leading faculty of our kind in the Asia-Pacific region and one of the most compelling in the world, known above all for the difference we make locally, nationally, regionally and globally
- home to a dynamic, diverse and inclusive community of staff and students who are committed to achieving our full potential by working together and with our partners in a spirit of courageous generosity
- transformed by recognising and engaging the ways of knowing held by Aboriginal and Torres Strait Islander peoples, on whose land we work



Our benefits are above and beyond

Annual leave

Staff receive four weeks of paid annual leave for every 12 months, and 15 days of cumulative personal / carers leave. This can accrue if unused.

Superannuation - you're right, it is 17% p.a.

UniSuper is the super fund of choice for most staff in higher education. Staff are invited to join UniSuper. We pay 17% per annum (the standard general super guarantee in Australia is 11.0% [rising to 11.5% as of July 2024]).

Retirement age - there isn't one!

There is no formal retirement age for staff working at the University.

Salary packaging - we can help you reduce your taxable income

Staff benefits on offer at the University include the opportunity to salary package everything from childcare and additional superannuation to subscriptions to the Melbourne Theatre Company. Benefits can be tailored to best suit individual needs and circumstances, including generous relocation support.

Other benefits

The University is a thriving community. There are many events and activities available to staff during the workday and after hours including free lectures, concerts and performances.

We have several car parks available for staff at reduced rates. You can elect to salary sacrifice or pay on a casual basis per day. If you ride, we have plenty of places for you to lock your bike safely under cover and showers are available.

The University has been recognised as an employer of choice for women and is one of 40 organisations to participate in the Science in Australia Gender Equity (SAGE) pilot program of Athena SWAN in Australia.

Parental and maternity leave

Having a child? (Including adoption)

We have some of the most generous entitlements in the country for new parents. Even if you've been with the University for less than 12 months, you'll get 52 weeks unpaid leave. Once you've been with us for longer than 12 months, you'll get 52 weeks of unpaid leave, 14 weeks of paid leave and a return-to-work bonus. We also have concurrent leave for partners.

Keeping fit

Staff are encouraged to utilise the facilities on campus. You can participate in a wide variety of fitness programs and activities offered through Melbourne University Sport. There are staff memberships discounts to the fabulous gym, fitness classes and indoor swimming pool.

Our people

The University is committed to providing an intellectually stimulating and personally rewarding workplace which attracts people who are the best in their professional, academic and teaching fields.

Outstanding academic staff are at the heart of the University's teaching, research and engagement endeavours. We are proud of our many staff who have been recognised through prestigious national and international awards and through membership of Australia's learned academics.

Among the scholars of international renown at the University is the winner of the Nobel Prize (Physiology and Medicine) - Professor Peter Doherty and many other public intellectuals and scientific leaders.

Equal opportunity, diversity and inclusion

The University of Melbourne is an equal opportunity employer and is committed to providing a workplace free from all forms of unlawful discrimination, harassment, bullying, vilification and victimisation. The University makes decisions on employment, promotion and reward on the basis of merit.

The University is committed to all aspects of equal opportunity, diversity and inclusion in the workplace and to providing all staff, students, contractors, honorary appointees, volunteers and visitors with a safe, respectful and rewarding environment. This commitment is set out in the University's Diversity and Inclusion Strategy 2030 and policies that address diversity and inclusion, equal employment opportunity, discrimination, sexual harassment, bullying and appropriate workplace behaviour. All staff are required to comply with all University policies.

The University values diversity because we recognise that differences in age, race, ethnicity, culture, gender, nationality, sexual orientation, physical ability and background bring richness to our work environment. Consequently, the People Strategy sets out the strategic aim to drive diversity and inclusion across the University. This will help to create an environment where the compounding benefits of a diverse workforce are recognised as vital in our continuous desire to strive for excellence and reach the targets of the University's Advancing Melbourne strategy.



Working at the University of Melbourne

Our University

The University of Melbourne is a friendly, diverse community of students, academics and staff. We are world-renowned for the excellence of our research and for the warmth of our community. Established in 1853, we are a global leader in higher education and bring together the world's best minds to solve globally significant problems.

Our vision is to equip our students with a distinctive, future-facing education personalised around their ambitions and needs, enriched by global perspectives and embedded in a richly collaborative research culture.

Information about our strategic direction, Advancing Melbourne 2020 – 2030, can be found at: about.unimelb.edu.au/strategy/advancing-melbourne.

Our city

Melbourne is the capital city of Victoria and is the second largest city in Australia with a population of more than 5 million people. The Economist Intelligence Unit has rated Melbourne one of the world's most liveable cities based on its education, entertainment, health care, research and development, tourism and sport.

The City of Melbourne municipality, in which the University's main Parkville campus is based, covers 37.7 km² and has a population of more than 159,000 people. It includes the city centre and a number of attractive inner suburbs with thriving communities and businesses.

The City of Melbourne is recognised as Australia's cultural capital with a number of world-class galleries and museums, internationally renowned food and wine regions, and an impressive year-round calendar of events catering for all tastes.

Parkville campus

The Parkville campus provides easy access to cafes, shops and services, libraries with extensive collections, and cultural and sporting facilities. Nearby Lygon Street is home to a huge variety of restaurants and shops while the northern end of the University is adjacent to the popular Princes Park, hosting a range of outdoor activities.

The University is accessible by car, tram and train, with a new on-campus train station (Parkville) currently being built and expected to open in 2025.



Occupational health and safety

All staff are required to take reasonable care of their own health and safety and that of other personnel who may be affected by their conduct.

The OHS (Occupational Health and Safety) responsibilities applicable to positions are published at: safety.unimelb.edu.au/health-and-safety-contacts/responsibilities-of-personnel

These include general staff responsibilities and those additional responsibilities that apply to managers, supervisors and other personnel.



How to apply

If you have any queries about the role, contact
Professor Frederik Vervaeet on +61 3 9685 9053 or
fvervaeet@unimelb.edu.au

Please submit your application, including your resume, cover letter
and responses to the key search criteria via the University's website:
jobs.unimelb.edu.au/caw/en/listing/

Alternatively, you can apply from the job site you visited.

Thank you
for your
consideration



THE UNIVERSITY OF
MELBOURNE

UniMelb on-demand



Get to know us better
in your own time