



THE UNIVERSITY OF
MELBOURNE



AUSTRALIAN
MATHEMATICAL
SCIENCES
INSTITUTE



APPOINTMENT OF

DIRECTOR,

AUSTRALIAN MATHEMATICAL SCIENCES INSTITUTE



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THE UNIVERSITY OF MELBOURNE

The University of Melbourne enjoys an outstanding reputation with world rankings consistently placing us as Australia's leading comprehensive research-intensive university, and one of the world's top 40 universities*.

Established in 1853, the University of Melbourne is a leading international university with a tradition of excellence in teaching and research. The main campus in Parkville is recognised as the hub of Australia's premier knowledge precinct comprising eight hospitals, many leading research institutes and a wide-range of knowledge-based industries. With outstanding performance in international rankings, the University is at the forefront of higher education in the Asia-Pacific region and the world.

The University employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.

*Times Higher Education World University Rankings 2016–2017 and Academic Ranking of World Universities 2016



AUSTRALIAN MATHEMATICAL SCIENCES INSTITUTE

The Australian Mathematical Sciences Institute's (AMSI) mission is the radical improvement of mathematical sciences capacity and capability in the Australian community and is the leading national voice for the discipline.

AMSI is an unincorporated joint venture partnership (JVP) currently made up of 12 universities with membership including an additional 17 universities, 5 Government agencies and 5 mathematical and statistical societies. In addition, the Institute now administers a Trust for the AMSI Foundation, for which the Director holds a position on the Board.

The University of Melbourne is Lead Agent for the AMSI JVP and has administrative oversight of the Institute. AMSI's premises are located at The University of Melbourne on its Parkville campus.

The Institute has an enviable reputation for delivering effective national programs across the mathematical sciences pipeline in school's education, research and higher education, PhD industry internships and through its advocacy and policy development. In the period 2015 to 2020, AMSI holds government and philanthropic grants in excess of \$50m.



Since its creation in 2002, AMSI has developed as a nationally and internationally recognised centre for the mathematical sciences with achievements ranging across:

- On-going provision of activities at higher education level including postgraduate and specialist courses and world-leading research training events and workshops bringing 100 international lecturers each year to Australia;
- Representation of its members and the wider mathematical community in communicating the strengths, importance and vital benefits of mathematics and statistics to journalists, university administrators, politicians, public servants and industrialists;
- Significant participation in and support of high-level submissions to governments;
- Successful organisation of wide-ranging industry-linked activities; and
- Enhancement of the national level of competency in school mathematics through provision of well researched, well written mathematics textbooks and teacher resource materials, teacher professional development and electronic teaching aids.



POSITION SUMMARY

The Director is responsible to the AMSI Board for providing the leadership required for AMSI to meet its core mission, which is the radical improvement of mathematical sciences capacity and capability in the Australian community. The incumbent must successfully undertake such tasks as are identified in the Business Plans approved by the JVP and the AMSI Board and comply with the requirements of the Joint Venture Agreement.

Appointment to this position may be a stand-alone fixed-term appointment in its own right or a full-time secondment or similar from another post. The Director may choose to continue to pursue an active research program and to undertake the supervision of postgraduate students under the auspices of one of the AMSI Member universities, subject to the agreement of the Board. AMSI is prepared to materially facilitate these arrangements.

The Director is responsible for ensuring the ongoing sustainability of AMSI and the pursuit of external funding from government, industry and other providers so as to enable the expansion of AMSI as an internationally renowned and respected Institute.



SELECTION CRITERIA

ESSENTIAL

- A PhD or equivalent qualification in the mathematical sciences or closely related discipline.
- A track record of outstanding leadership and management in a context relevant to AMSI, and the demonstrated respect of the discipline community
- A demonstrated strong commitment to the health of the mathematical pipeline and to the discipline playing a lead role in education, research and innovation in the Australian community.
- Demonstrated ability to negotiate and sustain linkages, for example with cognate disciplines, universities, governments, industry and the community with a focus on tangible outcomes.

- A well-informed perspective of current pedagogic, academic, organisational and industry developments in the mathematical sciences and cognate disciplines as they pertain to the core activities of the Institute.
- A distinguished track record of scholarly research and publication output or equivalent in the mathematical sciences, with a clear commitment to the highest standards of scientific and ethical integrity and to diversity and equity in this context.
- Demonstrated record as a strategic thinker and communicator in a collaborative setting with the drive, energy and vision for building and leading a world-class peak body.
- Demonstrated ability to effectively navigate the university sector.

DESIRABLE

- Experience working with industry and government agencies
- A distinguished record as a teacher of mathematical sciences

Special Requirements

- This full-time position is located at the AMSI offices at The University of Melbourne. It is expected that the incumbent will be on site in the AMSI offices for at least three days per week full-time equivalent. Flexible arrangements may be negotiated for candidates from outside of Melbourne.
- Willingness to travel interstate and overseas.



KEY RESPONSIBILITIES

LEADERSHIP

- The Director provides oversight and management of Australia's peak body for the mathematical sciences.
- The Director must provide the leadership across the mathematical sciences community required for AMSI to meet its stated mission; successfully undertake such tasks as identified in the Business Plans approved by the JVP and the Board and comply with the requirements of the Joint Venture Agreement.
- The Director has responsibility for the Institute's active commitment to equity and diversity in the mathematical sciences pipeline.
- The Director has an active duty of care for AMSI staff and the responsibility to build and maintain a dynamic and collaborative workplace.

- The Director is responsible for ensuring the on-going sustainability of AMSI and for the pursuit of external funding from government, industry and other providers so as to sustain and grow AMSI as a nationally and internationally renowned and respected Institute.
- The Director has responsibility, as identified in the Joint Venture Agreement, for the formulation of the Institute's annual Business Plan.
- The Director is responsible to the Institute Board. The Dean of the Faculty of Science at The University of Melbourne and the Chair of the Institute Board jointly undertake performance management responsibilities of the Director.
- The Director has the responsibilities of Head of School at The University of Melbourne.

ENGAGEMENT

- The Director has responsibility for the Institute's engagement with its membership, government, industry partners, media and the Australian community.
- The Director will be involved in professional activities, especially with government and/or other relevant parties, including membership on boards, committees, working groups, and attendance and presentations at conferences and seminars.



STAKEHOLDER AND STRATEGIC MANAGEMENT

- Strategic management of the three program areas, which cover the entire mathematical sciences pipeline:
 - » AMSI Schools Program including the Choose Maths project
 - » AMSI Research and Higher Education Program including the aspiration to create a national distributed research platform of international significance
 - » AMSI's national PhD intern program across all disciplines
 - » Strategic management of AMSI's business functions including financial planning, secretariat functions, and marketing, media and communications,
 - » Management of member, government and other stakeholder relations.

KEY RESPONSIBILITIES AT LEVEL E (ACADEMIC SPECIALIST)

- National and international leadership in research, professional scholarship and practice, particularly in program development.
- Dissemination of research to the public to elevate community awareness of educational and scientific developments and the promotion of critical enquiry and public debate.
- Leading contribution to the work of groups outside the university in the discipline or area of expertise (Government, industry, professional bodies).
- Membership of peak bodies and committees advising government on policy.
- Contributions to the review and development of national and international professional practice standards.
- Leadership in establishing and maintaining networks with industry partners in the field.
- Key responsibilities in addition to the above are outlined in the document "Leadership roles of Melbourne Professors", which follows as an appendix to this position description.



LIVING AND WORKING IN MELBOURNE

With a population nearing five million people, Melbourne is a cosmopolitan and multicultural city. The University's main campus is located in Parkville, a suburb that is approximately two kilometers from the city centre. The inner-city suburbs surrounding the University are diverse. Some are quiet, some are surrounded by parkland, some are surrounded by bars and cafes. The city itself offers a vibrant lifestyle.

Melbourne offers a wide range of sporting and cultural activities. Aussie Rules football, the Australian Open tennis tournament, Grand Prix motor race and the world-famous Melbourne Cup attract large crowds. The arts feature prominently with world-class festivals and cultural activities throughout the year.

Getting around

Melbourne is well-served by public transport with trams, trains and buses available. For information regarding timetables, maps, tram stops, train stations, bus route, fares and concessions visit [Public Transport Victoria \(PTV\)](http://www.ptv.vic.gov.au).

Riding a bicycle is a great way to save money and keep fit. Cyclists find the [Bicycle Victoria](http://www.bicycle.vic.gov.au) website useful for information on rules and regulations, purchasing bikes and accessories, safety and path maps.

Find out more <http://services.unimelb.edu.au/housing/life-in-melbourne>



PEOPLE AND BENEFITS

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. The University is proud of its many staff that have been recognised through prestigious national and international awards and through membership of Australia's learned academics. Among the many scholars of international renown at Melbourne is the winner of the Nobel Prize – Professor Peter Doherty (Physiology and Medicine) and many other public intellectuals and scientific leaders.

The Benefits

The University offers staff more than just a job – it offers them an opportunity to be part of a dynamic world class organisation which provides its staff with exceptional benefits and support at every stage of their life and career.

- Working in a culturally inclusive environment
- Engaging in an active and vibrant campus life
- A focus on health and wellbeing
- Outstanding staff benefits in addition to competitive salary packages

Staff benefits on offer at the University include the opportunity to salary package a range of expenses from childcare to additional superannuation. Course fees can also be salary packaged with a 25% discount for staff and their immediate families. Benefits can be tailored to best suit individual needs and circumstances.

Unsurprisingly, The University has high numbers of women returning to work. It was one of the first winners of the Fair and Flexible Employer Recognition award.



HOW TO APPLY AND FURTHER INFORMATION

To learn more about this appointment please contact

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General information and key documents for AMSI and the University of Melbourne are available online.

About AMSI

<http://amsi.org.au/about-us/>

AMSI Membership

<http://amsi.org.au/membership/>

2017 Annual Report

<https://amsi.org.au/wp-content/uploads/2018/06/amsi-annual-report-2017-web.pdf>

2017 Discipline Profile in the Mathematical Science

<https://amsi.org.au/wp-content/uploads/2017/10/discipline-profile-2017-web.pdf>

2016-17 Research Report

<https://amsi.org.au/wp-content/uploads/2018/04/research-report-2017-web.pdf>

About the University

<http://about.unimelb.edu.au/>

The University of Melbourne's Strategic Plan 2015-2020: Growing Esteem

<http://growingesteem.unimelb.edu.au>

2017 Annual Report

https://about.unimelb.edu.au/__data/assets/pdf_file/0015/28104/2017-annual-report.pdf

Research at Melbourne: Ensuring Excellence and Impact to 2025

http://research.unimelb.edu.au/docs/MelbUniResearchVision_Apr2013.pdf

Interdisciplinary Melbourne Research Institutes

<http://ri.unimelb.edu.au/>