

## **Service to the University and the Wider Community**

Applicants will need to demonstrate that they have undertaken duties beyond those associated with the normal expectation of academic responsibility at this stage of their career. Quality performance should be demonstrated in these duties. Relevant areas include University leadership, strategic and operational planning at the University, Faculty and/or Department level; links to their relevant profession, business, government and/or to the community. It would also need to be demonstrated that these activities are a direct result of their role as an academic.

### *University Planning and Administration*

Contribution to planning and administration of the department and the University may be evidenced by the following:

- A personal contribution to policy development and major objectives of the University, Faculty and Department's strategic and operational plans;
- Satisfactory performance of the administrative duties of the applicant's current position, including membership of departmental committees and working parties;
- Contribution to the achievement of Faculty or Departmental EEO and cultural diversity objectives, eg through the role of EOWW Coordinator;
- Contribution to establishing and strengthening cross-discipline links within the University in line with the University strategic directions;
- The extent and quality of subject/course coordination and course advising;
- Participation and leadership within Faculty and University committees;
- Participation in the recruitment, selection and mentoring of staff;
- Contribution to student welfare beyond teaching responsibilities, in particular indigenous, international and students from diverse backgrounds;
- Acceptance of role as a grievance mediator or equal opportunity, sexual harassment, anti-discrimination or EH&S Adviser;
- Acceptance of offices of significance;
- Participation in workshops and management courses to improve administrative skills.

Note: Membership of committees or the holding of administrative appointments is not sufficient without evidence of outcomes and achievements.

### *Contributions to Relevant Profession*

A staff member would need to demonstrate peer recognition of significant achievements contributing to the work of a profession at a state, national and/or international level. This could be achieved by:

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- Professional activity of relevance to the School/Department which ensures currency of professional knowledge and strengthens links with professional practitioners and institutions;
- Ongoing and significant involvement in professional/learned societies;
- Influence in the development of a profession through membership of, and/or office bearing in state, national and/or international committees;
- Election to fellowship of a professional society;

### *Business and Government*

A staff member should be able to demonstrate the initiation or maintenance of ongoing associations with business and government which have recognisable and quantifiable outcomes for the University. This may include:

- The establishment of collaborative relationships with industry work-based professional and clinical placements as part of academic programs;
- Membership of government committees or enquiries;

### *Leadership*

A proven ability to provide leadership could be demonstrated through traditional academic roles or through the management and leadership of staff and/or students by participation in some of the following:

- Membership of national or international delegations in the area of expertise and invitations to advise other tertiary institutions or government agencies;
- Management of a Centre or a Unit which contributes to the University's goals;
- Leadership in policy and governance of institutions (eg. hospitals) in which the University has an important stake;
- Leadership of academic program reviews;

### *Impact within the wider Community*

Staff members demonstrating the impact of their contribution to the wider community could be expected to provide evidence of the following:

- Communication of scholarship to the non-specialised public;
- Involvement in development of a field of study in the wider community and contribution to public debates on issues of importance in the community;
- Involvement and some personal initiatives in relation to professional or educational activities within the wider community, eg. contribution to secondary school curriculum and assessment committees;
- Service activities focusing on improving the quality of community life involving community groups;
- Contribution to the development and provision of tailored courses to specialised markets and special interest courses for the general community;

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- Contributing in a leadership capacity, to the development, innovation and provision of continuing education programmes;
- In the case of those attached to clinical schools, contribution to hospital committees such as ethics and audit etc;

In all instances the impact of the contribution should be clear, quantifiable and able to be verified.