

Position Title	Dean (Research)
Group/Portfolio	Griffith Health
Classification	Senior Manager
Position Number	00051761
Reports To	Group Pro Vice Chancellor
Employment Type	Fixed term 3 years

1.0 Position Purpose

The Dean (Research) is a key executive leadership position within the University and reports to the Pro Vice Chancellor of the Group. The Dean (Research) is a member of the Group Executive and provides leadership for research and works closely with the Dean (Learning and Teaching) and the Dean (Academic), Research Centre/ Institute Directors and Heads of Schools to integrate learning, research and staffing strategies across the Group and to develop Group operational plans.

2.0 Eligibility Requirements

- The occupant will hold relevant tertiary qualifications up to doctoral level or equivalent accreditation and standing along with proven extensive experience and expertise in the management of significant human and material resources within the higher education sector.

3.0 Key Responsibilities

- Drive strategic planning and provide guidance across academic and research programs, fostering new and interdisciplinary research initiatives and collaborations. Manage research enterprise within the Group.
- Responsible for building a high-quality research culture within the Group, including a high-quality research training program, in consultation with relevant Research Centres and Research Institute Directors.
- Develop and manage the establishment of key performance indicators and value-added data for the benefit of the Group, develop and implement the Group's research operational plan with appropriate performance indicators, strategies, and targets in line with the Research Quality Framework and the broader research priorities of the Group.
- Investigate and facilitate research proposal development and promote interaction for large multidisciplinary research opportunities.
- Work with the Office for Research to provide local direction and resources for the education, training, and implementation of all State and Federal regulations as well as sponsor and University policies and procedures. Set and confirm commitment to policies and regulations and take appropriate actions to ensure the University's commitment to compliance and an ethical and safe research environment, including one that is inclusive and free from any form of discrimination or harassment.

- Provide authoritative advice as a member of several key committees including the Research Committee, Group Staff Committee, Budget Advisory Committee and other working groups.
- Responsible for effectively and efficiently managing staff and resources within the allocated Group budget to achieve high quality outcomes in line with University and Group strategic and operational plans, policies, legislation and other relevant parameters.
- Develop clearly defined roles and responsibilities for all staff; support their professional development, ensure through performance reviews and/or evaluations that all faculty and staff are contributing within the Group at or above expectations and within the mission and core values. Develop appropriate mentorship or coaching opportunities as needed.
- Oversight of effective people management processes across the Group, maintaining and ensuring consistent, transparent and equitable systems for recruitment, management and development of ongoing and sessional and casual staff.
- Responsible for creating a productive work environment that encourages staff engagement and staff satisfaction; and ensuring that effective staff supervisory and performance reviews are conducted in a timely manner in accordance with policy to achieve the University's objective of high-quality staff development and staff performance.
- Implement and monitor the allocation of research workloads within the Group in accordance with the provisions of applicable EB agreements and other University policies.
- Cultivate strong relationships with a variety of stakeholders, including students, faculty, staff, Executive, the community, and partners that support and enhance the Group's mission and lead strategic and financial planning to support long-term sustainability.
- Provide values and ethics-led academic leadership that fosters excellence in learning and teaching, research, scholarship and external engagement outcomes.
- Lead and promote compliance with relevant legislation and University policies and procedures, including equity and health & safety and exhibit good practice in relation to same.
- Be a leading example of the principles and values embodied in the University's Code of Conduct, and behave, act and communicate at all times to reflect fairness, ethics and professionalism.

4.0 Key Capabilities

- Griffith University identifies the attributes of resilience, flexibility, creativity, digital literacy and entrepreneurship as critical to our graduates' success, in the rapidly changing future world of work. We have established a Griffith University Capability Development Framework to provide a common language of some of the non-technical organisation skills that will support our staff to thrive now and into the future. The Capability Development Framework will assist you to understand the current skill level of this position in the non-technical but critical skill domains that are increasingly important in a changing workplace context.

To read about some of the non-technical organisation skills for this position, please see the Leads Others section of our [Capability Development Framework](#)