

Position Title	Director, Griffith Asia Institute
Group/Portfolio	Griffith Business School, Griffith Asia Institute
Classification	Academic Manager
Position Number	00032779
Reports To	Dean Research
Employment Type	Fixed Term

1.0 Position Purpose

The Director is a senior research and engagement position in the University. This position is responsible for developing and maintaining links with university, business, and government sectors, as well as expanding the Institute's existing national and international networks. The Director will manage and develop the Institute's collaborative partnerships within Griffith University and with external partners.

The Director will be responsible for attracting funding for research, liaising with other senior academic managers, nurturing national and international collaborations, and representing GAI to the University and the wider community locally, nationally, and internationally.

2.0 Eligibility Requirements

- A doctoral qualification (or equivalent) in a discipline related to the Institute.

3.0 Key Responsibilities

Research Leadership

- Provide a vision for Asia-Pacific research that is ambitious and realistic, and reflects the strategic priorities outlined in the University's research plan.
- Contribute to the development and achievement of the University and Business Group research objectives in collaboration with the Pro Vice Chancellor and Dean (Research).
- Lead and manage the development and implementation of the Institute's research strategy, meeting agreed key performance indicators and targets, aligned with the Group and University strategy.
- Promote and support a research environment and culture within the Institute that is intellectually challenging, stimulating, and focused upon the achievement of research strategies and targets.

Engagement

- Raise the profile and impact of the Institute and the University through representation, engagement, and the development of strong linkages with government, industry, and university stakeholders in Australia and in the region.
- Attract external funding to meet strategic objectives of the Institute and the University more broadly.
- Position the Institute as a portal for the University to project its Asia-Pacific expertise to the external world.
- Align the Institute's engagement strategy with University and Group priorities.

Group and University Governance

- Serve, if requested to do so, as a member of the University and Business Group Committees and boards including, but not limited to, the University Research Committee and Business Group Committees, Governance responsibilities will include maintaining strong relationships with members of the GAI Advisory Board.

Teaching and Supervision

- Convene and teach courses in a Griffith program relevant to the Director's expertise, as required by the teaching profile agreed with the Pro Vice Chancellor.
- Supervision and completion of Higher Degree Research candidates.

Conduct of Research

- Conduct her/his own research that will result in high quality publications, securing research funding from external sources.

Governance

- Efficient and effective management and operation (including financial management) of the Institute in delivering its strategy, ensuring compliance with relevant legislation and University policy in relation to workplace health and safety, risk management, and ethical practice, line management of staff employed in the Institute, the mentoring of new staff where appropriate.
- 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](#).