

**CATEGORIES OF EMPLOYMENT PROCEDURE**  
**SCHEDULE C - ACADEMIC WORK FOCUS CATEGORIES - RESEARCH FOCUSED**

Note:

\*The activities outlined below under the relevant Academic Classifications level are examples only, and assist in determining the eligibility to meet the requirements for a Research Focussed role. Promotion between Academic classification levels will continue to be through the University's existing Academic promotion process; and

\*Academic staff at Level A may be considered for appointment to Research Focussed positions where they demonstrate the potential to meet the requirements outlined under Level B.

	<b>Level B</b>	<b>Level C</b>	<b>Level D</b>	<b>Level E</b>
<b>Qualifications</b>	<b>PhD or professional qualification</b>	<b>PhD or professional qualification</b>	<b>As for Level C</b>	<b>As for Level D</b>
<b>Research</b>	<p>Examples of activities but not limited to:</p> <p><b>A developing national research profile, undertaking independent original research and carrying out activities to develop expertise relevant to the specific research area as evidenced by:</b></p> <ul style="list-style-type: none"> <li>• Participation in research independently and as a member of a research team</li> </ul>	<p>Examples of activities but not limited to:</p> <p><b>A significant contribution to the discipline at the national level in research, making independent and original contributions as evidenced by:</b></p> <ul style="list-style-type: none"> <li>• A strong record of published work</li> <li>• Involvement in professional activities including attendance and presentations at</li> </ul>	<p><b>As for Level C</b> including a combination of the following examples of activities but not limited to:</p> <p><b>An outstanding contribution to the discipline with an international reputation and a sustained record of excellence in as evidenced by:</b></p> <ul style="list-style-type: none"> <li>• The conduct of independent research</li> <li>• Invited presentations at</li> </ul>	<p><b>As for Level D</b> including a combination of the following examples of activities but not limited to:</p> <p><b>A distinguished record of research at all levels as evidenced by:</b></p> <ul style="list-style-type: none"> <li>• Recognition as a leading authority with an international reputation</li> <li>• Personal commitment on a sustained basis and distinguished achievement in a particular area of research</li> </ul>

	<ul style="list-style-type: none"> <li>• The production of conference and seminar papers and publications</li> <li>• Effective supervision of research- support staff</li> <li>• Supervision or co-supervision of major honours or postgraduate research projects within the staff members research area</li> <li>• Publication arising from scholarship and research, such as publication of books or in peer reviewed journals</li> <li>• Occasional contributions to teaching within the staff member's area of expertise</li> </ul>	<p>conferences and seminars in the field of expertise</p> <ul style="list-style-type: none"> <li>• Preparation of research proposal submissions to external funding bodies</li> <li>• Oversight of financial management of grants received for research projects</li> <li>• Supervision of major honours or postgraduate research projects</li> <li>• Financial responsibility of research grants</li> <li>• Occasional contributions to teaching program within the field of the staff member's research area</li> </ul>	<p>national and international conferences</p> <ul style="list-style-type: none"> <li>• The production of conference and seminar papers and publications</li> <li>• Supervision of research support and administrative staff</li> <li>• A major role in all elements of major research projects including management and/or leadership of large research projects or teams</li> <li>• Supervision of the research of less senior research-only academic staff</li> <li>• Institutional impact in relation to research</li> <li>• Occasional contributions to the teaching program within the field of the staff member's research area</li> </ul>	<ul style="list-style-type: none"> <li>• Development of innovative strategies and research policy</li> <li>• Recognition through awards and prizes</li> <li>• Playing a leading role in mentoring and supporting the development of research skills of more junior staff</li> <li>• Responsibility for the oversight of financial management of grants and research centres and institutes</li> </ul>
<b>Leadership and Service</b>	<p>Examples of activities but not limited to:</p> <p><b>A developing profile in research and potential for leadership in research as evidenced by:</b></p> <ul style="list-style-type: none"> <li>• Active participation in the communication and dissemination of research</li> </ul>	<p>Examples of activities but not limited to:</p> <p><b>A strong record in research and a developing leadership role as evidenced by:</b></p> <ul style="list-style-type: none"> <li>• Invitations to present at conferences and</li> </ul>	<p><b>As for Level C</b> including a combination of the following examples of activities but not limited to:</p> <p><b>A significant leadership role in teaching and learning as evidenced by:</b></p> <ul style="list-style-type: none"> <li>• Leadership in large</li> </ul>	<p><b>As For Level D</b> including a combination of the following examples of activities but not limited to:</p> <ul style="list-style-type: none"> <li>• Mentoring staff and developing the research of other groups and individuals within the budget unit and more</li> </ul>

	<ul style="list-style-type: none"> <li>• Identification of sources of funding to support individual or collaborative research projects</li> <li>• Active participation in School Committees</li> </ul>	<p>seminars and subsequent publications</p> <ul style="list-style-type: none"> <li>• Mentoring of Level A and B staff</li> <li>• Supervision of the research of level A and B research-only academic staff where required</li> <li>• Success in attracting funding to undertake research projects</li> <li>• Supervision of research-support and administrative staff</li> <li>• Significant roles in research projects including leadership of research teams or management of projects</li> <li>• A reputation as being influential in expanding the knowledge of the specific research area</li> <li>• Active participation at school and/or faculty meetings and a major role in planning or committee work</li> </ul>	<p>research teams and management of large projects</p> <ul style="list-style-type: none"> <li>• Participation in collaborative partnerships relating to the staff members' area of expertise with other educational institutions or other bodies</li> <li>• A record of winning competitive or peer-reviewed grants</li> <li>• A strong publication record including publication in peer review journals</li> <li>• Effective liaison with external networks as appropriate</li> <li>• Mentoring of level B and C staff</li> </ul>	<p>broadly in the University</p> <ul style="list-style-type: none"> <li>• Supervision of research and administrative staff and other academic staff</li> <li>• Making a distinguished personal contribution to the conduct of research at all levels</li> <li>• Developing policy and having responsibility for administrative matters within the faculty and/or University</li> </ul>
<b>Engagement</b>	<p>Examples of activities but not limited to:</p> <p><b>A developing contribution as evidenced by:</b></p> <ul style="list-style-type: none"> <li>• Active participation in some outreach activities</li> </ul>	<p>Examples of activities but not limited to:</p> <p><b>An effective contribution evidenced by:</b></p> <ul style="list-style-type: none"> <li>• Active participation in key aspects of</li> </ul>	<p><b>As for Level C</b> including a combination of the following examples of activities but not limited to:</p> <p><b>A substantial contribution as evidenced by:</b></p>	<p><b>As for Level D</b> including a combination of the following examples of activities but not limited to:</p> <p><b>A distinguished contribution as evidenced</b></p>

	<p>related research and scholarship</p> <ul style="list-style-type: none"> <li>• Effective liaison with external networks to foster collaborative partnerships</li> </ul>	<p>engagement research within and beyond the University eg schools outreach, first year orientation, academic advising</p> <ul style="list-style-type: none"> <li>• A high level of involvement in professional activities at national level</li> <li>• Involvement in the promotion of research links with external bodies</li> </ul>	<ul style="list-style-type: none"> <li>• Responsibility for driving new engagement initiatives or leading existing initiatives</li> <li>• Promotion of research links with outside bodies</li> <li>• Preparation of research proposal submissions to external bodies</li> <li>• Participation in international organisations related to research area</li> </ul>	<p><b>by:</b></p> <ul style="list-style-type: none"> <li>• Membership of senior advisory groups to government</li> <li>• Leadership in developing external networks</li> <li>• Recognition by national or international professional bodies (awards, fellowships, honorary memberships etc)</li> <li>• Participating in community and professional activities related to her/his disciplinary area, including involvement in commercial and industrial sectors where appropriate</li> </ul>
<b>Professional Practice</b>	<p>Examples of activities but not limited to:</p> <p><b>A developing contribution to professional practice as evidenced by:</b></p> <ul style="list-style-type: none"> <li>• A major role in professional activities, including consultations and referrals</li> </ul>	<p>Examples of activities but not limited to:</p> <p><b>An effective contribution to professional practice as evidenced by:</b></p> <ul style="list-style-type: none"> <li>• Development of consultancies in speciality areas</li> <li>• High level responsibilities in professional associations and within their discipline</li> </ul>	<p><b>As for Level C</b> including a combination of the following examples of activities but not limited to:</p> <p><b>A substantial contribution to professional practice as evidenced by:</b></p> <ul style="list-style-type: none"> <li>• A high level of involvement in professional activities at national and international levels</li> </ul>	<p><b>As for Level D</b> including a combination of the following examples of activities but not limited to:</p> <p><b>A distinguished contribution to professional practice as evidenced by:</b></p> <ul style="list-style-type: none"> <li>• Prestigious awards from professional bodies</li> <li>• Leadership of professional bodies</li> </ul>

		area <ul style="list-style-type: none"> <li>• Award of a Fellowship in a speciality area</li> </ul>		<ul style="list-style-type: none"> <li>• Preparation of research proposal submissions to external bodies</li> <li>• Membership of peak bodies and committees advising government on professional practice standards</li> </ul>
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## REVIEW

This schedule is to be reviewed by 28 February 2015.

## VERSION HISTORY

Version	Approved By	Approval Date	Effective Date	Sections Modified
1	Senior Vice Principal	21 August 2012	21 August 2012	New version arising from the Policy Simplification Project. Loaded into MPL as Version 1.