# Advertisement Template

**About Griffith University**

At Griffith University we believe in, strive for and celebrate the remarkable.

We are known for our high impact research, outstanding student experience, our commitment to social justice and our welcoming environment. We rank in the top 2% of universities worldwide and we’re proud of our remarkable achievements, of our people and their passion for making a positive difference. Together we contribute to the development of knowledge and learning in an attractive environment which values excellence, equity, diversity, and innovation.

The Department of Business Strategy and Innovation (BSI) has an established reputation in research and teaching.  BSI takes an interdisciplinary approach to delivering high quality teaching in several areas of strategic relevance that are informed by a focus on business strategy, sustainability and business innovation. Areas of relevance include information management, international and Asian business, supply chain management and entrepreneurship and innovation.  BSI is committed to building relationships with industry and the broader community to inform teaching and build impactful research capability.

With more than 30 staff, the Department of Business Strategy and Innovation has a strong and active research focus with a long history of success in securing external research (including Australian Research Council (ARC) Discovery and National Medical and Health Research Council (NHMRC) grants) and of successful PhD completions.

The Department has close ties with the University’s Griffith Asia Institute. The Griffith Asia Institute produces innovative, interdisciplinary research on key developments in the politics, economics, societies and cultures of Asia and the South Pacific. By promoting knowledge of Australia's changing region and its importance to our future, the Griffith Asia Institute seeks to inform and foster academic scholarship, public awareness and considered and responsive policy making.

The Department contributes significantly to the design and delivery of a variety of teaching programmes, including the Bachelor of Business, the Bachelor of International Business, the Bachelor of Asian Studies, the Master of Business, the Master of International Business and the Griffith MBA.

**The opportunity**

The positions have a balanced academic profile comprising learning and teaching, research and service/engagement in the field of entrepreneurship. They will contribute to the Department’s teaching outcomes supporting teaching excellence. In addition the appointee will contribute to research activities including  alignment with relevant Centre/Institutes research agendas, publications and research success, higher degree research supervision and completions, and engagement activities.

There are two continuing, full time positions available based at Nathan or the Gold Coast campus. However, the successful applicants may also be required to work on other campuses of the University.

**About you**

You will have a PhD or equivalent in the field of Entrepreneurship or related discipline. To be successful in this role, you will have a capacity and demonstrated commitment to attracting both internal and external research grants or consultancy funds. In addition, you will have experience teaching at the tertiary level education. You will have effective communication and interpersonal skills with a demonstrated ability to work in a collegial manner with both internal and external stakeholders.

**Salary range**

Lecturer, Level B: $92,511 - $109,860 per annum. Salary package including 17% employer superannuation contribution: $108,238 - $128,537 per annum.

**How to apply**

Please submit your application online and ensure your application includes the following:

* Statement addressing each of the selection criteria in the position description
* One page covering letter outlining your suitability for the role
* Current curriculum vitae/resume which should include:
	+ - Full name, address, telephone number and email address;
		- Details of education, professional training and qualifications;
		- Employment history, including present position and details of relevant professional, consulting or industry experience;
		- Research interests and list of publications;
		- Research grants awarded and any other relevant information, such as offices held in professional bodies, community services etc.

**Note:  Application attachments should be saved as .doc, .docx or .pdf only.  File names should be no more than 25 characters long and should include letters
and numbers only.**

**What we offer**

Working for one of the most influential universities in Australia and the Asia–Pacific region, you will join a University that spans six campuses in South East Queensland and all disciplines, while our network of more than 200,000 graduates extends around the world.

At Griffith, we’ve worked hard to create a culture that will challenge you to be curious, creative and courageous. We also support the professional and personal development of all our employees and invest in the skills of our people.

Griffith University values diversity, inclusion and flexibility and we encourage Aboriginal and Torres Strait Islander, and people of all backgrounds to apply. Griffith's strategic goals are to also increase the proportion of women in senior academic and administrative roles and in Science, Technology, Engineering, Mathematics and Medicine (STEMM).

**Further information**

For further information about this role, please contact Professor Rosemary Stockdale, Head -Department of Business Strategy and Innovation on +61 (0) 7 3735 4723.

For application queries, contact Ms Jagoda Piatkowska, HR Officer on +61 (0)7 3735 7520.

**Closing date:** Friday, 15 February 2019 at 5pm AEST. All applications must be submitted online.

*As the team experience high volumes of applications, we appreciate your patience to allow for a timely and fair process for all.*

*Please note: We do not accept unsolicited CV's from Recruitment agencies / third parties and we will not be liable or responsible for any fees or costs associated with unsolicited CV's sent directly to Line Managers.*

***Italics Clause – For Advertisement Template***

**Continuing appointments (full time, part time and both)**

* + This is a continuing, full time position based at the xxx campus
	+ This is a continuing, part time (xx%) position based at the xxx campus
	+ This is a continuing, full time or part time (xx%) position based at the xxx campus

**Fixed term appointments (full time)**

* + This is a fixed term (xx months/ years), full time position based at the xxx campus
	+ This is a fixed term (until xxx), full time position based at the xxx campus

**Fixed term appointments (part time)**

* + This is a fixed term (xx months/ years), part time ((up to) xx%) position based at the xx campus
	+ This is a fixed term (up to xx months/ years), part time ((up to) xx%) position based at the xx campus
	+ (until) This is a fixed term (until xxx), part time ((up to) xx%) position based at the xx campus

**Multiple positions (continuing, same campus)**

* + These are continuing, full time positions based at the xx campus
	+ These are continuing, part time ((up to) xx%) positions based at the xx campus

**Multiple positions (fixed term, same campus)**

* + These are fixed term ((up to) xx months/ years), full time positions based at the xx campus
	+ These are fixed term (until xx MTH 2011), full time positions based at the xx campus
	+ These are fixed term ((up to)xx months/ years), part time ((up to) xx%) positions based at the xx campus
	+ These are fixed term (until xx MTH 2011), part time ((up to) xx%) positions based at the xx campus

**Multiple positions (continuing / fixed term, full time / part time, same campus)**

* + These are continuing and / or fixed term ((up to) xx months/ years), full time positions based at the xx campus
	+ These are continuing and / or fixed term ((up to) xx months/ years), part time ((up to) xx%) positions based at the xx campus
	+ These are continuing and / or fixed term ((up to) xx months/ years), full time and / or part time ((up to) xx%) positions based at the xx campus
	+ These are continuing and / or fixed term (until xx MTH 2011), full time positions based at the xx campus
	+ These are continuing and / or fixed term (until xx MTH 2011), part time ((up to) xx%) positions based at the xx campus
	+ These are continuing and / or fixed term (until xx MTH 2011), full time and / or part time ((up to) xx%) positions based at the xx campus

**NOTE –** where position is based at multiple campuses, use “positions based at the xx campuses”.

**NOTE** – where campuses are across Brisbane / Gold Coast, just include “across Brisbane and Gold Coast campuses”

**NOTE** – where campuses are not to be specified, just include “at multiple campuses”

**NOTE** – where primarily based at one campus, but working at others as needed, just include “ primarily based at xx campus, however the successful applicant may also be required to work on other campuses of the University”

**NOTE** – where a primary + secondary campus, just include “primarily based at xx campus, however the successful applicant may also be required to work at xx campus”

**NOTE** – where primarily based at one campus, but required to work at hospital, just include “primarily based at xx campus, with work undertaken at the xx Hospital”

**NOTE** – where the above multiple campuses are included, an additional clause will be inserted in THE ROLE (see below).

**NOTE** – for semester work, an additional clause will be inserted in THE ROLE (see below)

**Multiple positions – each appointment different and too complex to include as 1 sentence (eg below)**

* These positions will be available on a continuing, fixed term and casual basis, across our Brisbane and Gold Coast campuses.

**NOTE** – where this clause is used, an additional clause will be inserted in THE ROLE (see below)

**Continuing academic appointment with fixed term Executive appointment (ie – HOS, Deputy Director)**

* + This is a full time, fixed term appointment for xx years as xxx, with a substantive continuing position as xxx, Level xxx.

***How to apply – application requirements***

#### **GENERAL STAFF ONLY (Food Services and INS – KSC NOT Mandatory, Delete As Required)**

**How to apply**Please submit your application online and ensure your application includes the following:

* Statement addressing each of the selection criteria in the position description. **INSERT PD**
* (For linked positions only: Please address the selection criteria for the level for which you are applying.)
* One page covering letter outlining your suitability for the role
* Current curriculum vitae/resume which should include:
	+ - Full name, address, telephone number and email address;
		- Details of education, professional training and qualifications;
		- Employment history, including present position;
		- Name and contact details of three referees.

**Note: Application attachments should be saved as .doc, .docx or .pdf only. File names should be no more than 25 characters long and should include letters and numbers only.**

**Applicants for General Staff positions (non-academic) must have unrestricted work rights.**

**Successful candidates may be subject to a criminal history check.**

\* Add for positions in: Finance, Planning, Audit/Risk, Human Resources and Legal Services, ODS, Academic Manager Positions, Senior Management (Common Law) appointments, and roles responsible for financial transactions inc Campus Life and Group Administration.

#### **ACADEMIC STAFF ONLY (Business Group – KSC Not Mandatory, Delete as required)**

**How to apply**Please submit your application online and ensure your application includes the following:

* Statement addressing each of the selection criteria in the position description. **INSERT PD**
* (for linked positions only include**:** Please address the selection criteria for the level for which you are applying.)
* One page covering letter outlining your suitability for the role
* Current curriculum vitae/resume which should include:
	+ - Full name, address, telephone number and email address;
		- Details of education, professional training and qualifications;
		- Employment history, including present position and details of relevant professional, consulting or industry experience;
		- Research interests and list of publications;
		- Research grants awarded and any other relevant information, such as offices held in professional bodies, community services etc.

#### **LEVEL D & E and SENIOR GENERAL POSITIONS > Level 10**

**How to apply**Please submit your application online and ensure your application includes the following:

* Current curriculum vitae/resume which should include:
	+ - Full name, address, telephone number and email address;
		- Details of education, professional training and qualifications;
		- Employment history, including present position and details of relevant professional, consulting or industry experience;
		- Research interests and list of publications;
		- Research grants awarded and any other relevant information, such as offices held in professional bodies, community services etc.