

## POSITION DESCRIPTION

<b>Position Title</b>	Associate Dean (Research), Theology and Philosophy		
<b>Organisational Unit</b>	Faculty of Theology & Philosophy		
<b>Functional Unit</b>	Faculty of Theology & Philosophy		
<b>Nominated Supervisor</b>	Executive Dean of Theology and Philosophy		
<b>Career Pathway</b>	Leadership and Service		
<b>Classification</b>	Academic Level D/E		
<b>CDF Level</b>	CDF2L	<b>Position Number</b>	10602256
<b>Attendance Type</b>	Full Time	<b>Date reviewed</b>	18-NOV-2025

## ABOUT AUSTRALIAN CATHOLIC UNIVERSITY

**Mission Statement:** *Within the Catholic intellectual tradition and acting in Truth and Love, Australian Catholic University is committed to the pursuit of knowledge, the dignity of the human person and the common good.*

An ACU education builds on the Catholic understanding of faith and reason working together in pursuit of knowledge and promotion of human dignity and the common good.

An ACU education seeks to transform lives and communities. Students are challenged to look beyond the classroom, solve real-world problems, develop their own search for meaning and cultivate strong professional ethics. They are invited to stand up for people in need and causes that matter.

ACU is open to all. As is common with great Catholic institutions the world over, the university is inclusive and supportive of everyone, every day – regardless of their faith or tradition.

ACU is a young university making a serious impact. Ranked in the top two per cent of universities worldwide and in the top 10 Catholic universities, we're also a leader in employability with 94 per cent of our graduates employed. The university has seven campuses around Australia, a campus in Rome, Italy, and an online campus – ACU Online.

ACU has four faculties, and several research institutes and directorates. We believe our number one asset is our people. It's the character, enthusiasm and dedication of our staff that make this a university like no other. All our staff contribute to the achievement of our goals set out in ACU's Vision 2033 and aim to provide high-quality services with a strong focus on service excellence.

To be agents of change in the world, we all need to see life through the eyes of others. We believe that our role as a university is to inspire and equip people to make a difference – and that means cultivating their ability to act and think empathetically.

The structure to support this complex and national university consists of:

- Vice-Chancellor and President
- Deputy Vice-Chancellor - Catholic Mission
- Provost and Deputy Vice-Chancellor (Academic)

- Deputy Vice-Chancellor (Corporate)
- Deputy Vice-Chancellor (Research and Enterprise)
- Deputy Vice-Chancellor (Education)

## ABOUT FACULTY OF THEOLOGY & PHILOSOPHY

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The Faculty of Theology and Philosophy is the largest Faculty of its kind in Australia, comprised of two national schools (the School of Theology and the School of Philosophy), the Institute for Religion and Critical Inquiry (with its programs in biblical and early Christian studies, and systematic and historical theology), the Ray L Hart Centre for the Philosophy of Religion, and a number of smaller Centres focused on bioethics, religious education, leadership for mission, and liturgical studies.

As priority research areas for ACU, theology and philosophy have grown strongly in international profile and achievement over the last decade. In the 2025 QS rankings in Theology, Divinity and Religious studies, for example, ACU was ranked first in Australia, and 22nd in the world. Our Philosophy program also continues to rank highly in Australian assessments: for example, at 'above world standard' in the most recent Excellence in Research for Australia rankings. A particular strength of the Faculty's research profile is its growing network of collaborations with international partners (especially in Europe, North America and Asia) that leads to joint publication projects, research conferences and seminars (both in Australia and internationally, including on ACU's Rome campus), co-supervision of research students, and joint programs for research funding.

We offer a full suite of high quality theology and philosophy programs of study for students at any stage of their life or career journey, with learning opportunities provided across multiple points of engagement and delivery modes. This spans mission-aligned short courses, certificates and professional learning; bachelor-level undergraduate coursework, Graduate Certificate, Graduate Diploma and Masters level postgraduate coursework; and Higher-degree research (PhD and M.Phil) programs. International study tour opportunities, and global student mobility of other kinds, are a feature of many of these programs.

Members of faculty are deeply immersed in the life of the Church, and collaborate closely with Catholic education, health, social service, and other agencies. Broad-ranging public engagement is also a year-round feature of faculty life, enacted through extensive media contributions, public events, and scholarly activities.

## POSITION PURPOSE

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The Associate Dean (Research) supports the Executive Dean and Faculty Executive to provide high-level academic leadership in the Faculty across both Schools. The position operates in the context of a university-wide research strategy focused on high quality, high impact and innovative research. The role works with the Executive Dean and National Heads of School to set strategic faculty research directions, including planning and implementing strategies to ensure research targets are met and a research-focused culture is nurtured amongst academic staff across the faculty. The appointee is expected to maintain their own research program in a relevant faculty discipline. They will develop a cohesive strategy and activities to attract high quality higher degree by research students and ensure timely completions, and to nurture the development of strategic partnerships with international partners and other key external stakeholders. The Associate Dean (Research) will have the capacity and vision to help the faculty contribute strongly to the key research targets set out in the university's Strategic Plan and Vision.

## KEY RESPONSIBILITIES

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### Introduction

A number of frameworks and standards express the University's expectations of the conduct, capability, participation and contribution of staff. These are listed below:

- [ACU's Vision 2033](#)
- [Catholic Identity and Mission](#)
- [Code of Conduct for all staff](#)
- [ACU Capability Development Framework](#)
- [Higher Education Standards Framework](#)
- [ACU Staff Enterprise Agreement 2022-2025](#)
- [ACU Staff Reconciliation Action Plan](#)

The following two frameworks are important in understanding the expectations of an academic position and the required qualifications and capability of a position holder:

- The [Academic Performance Matrices and Evidence Framework](#) which describes the performance standards in areas of academic activity.
- The [Capability Development Framework](#) which describes the core competencies needed in all ACU staff to achieve the University's strategy and supports its mission.

All academic staff are allocated workload comprising a range of academic duties/activities that fall within the following three broad areas of academic activity in line with the relevant Academic Career Pathway and Academic Level.

- Teaching
- Curriculum Development and Scholarship of Teaching
- Research
- Academic Leadership/Service

Responsibility	Broad Area of Academic Activity
Working closely with the Executive Dean, provide strategic academic leadership across the faculty in ways that supports the faculty's research agenda and key benchmarked targets, and enhances the faculty's research profile internationally.	Academic Leadership and Service
Promote a high quality research environment that helps nurture the capacity of Higher Degree by Research students, early career academics, and emerging and reconnecting researchers, while also supporting the work of more experienced researchers.	Academic Leadership and Service
Support high quality research publication by researchers across the faculty, implement structures to	Academic Leadership and Service

Responsibility	Broad Area of Academic Activity
assist in measures of quality, and facilitate understanding of requirements in this area.	
Initiate and support strategies for expanding high quality research grant applications, and success in external research funding across all areas of the faculty's research endeavours.	Academic Leadership and Service
Develop a cohesive strategy and cycle of activities to attract high quality higher degree by research students, track them consistently across their candidacy, and ensure timely completions.	Academic Leadership and Service
Promote excellence in, and monitor the quality of, the faculty's research training and supervision practices and structures.	Academic Leadership and Service
Promote the advancement of a research agenda across the faculty that engages with end-users, and looks to translate research in ways that has identifiable economic, social, environmental and cultural impact beyond the university.	Academic Leadership and Service
Assist the Executive Dean and Heads of School, as required, in research assessment processes, performance management issues, budget planning, and resource allocation for the faculty's research portfolio.	Academic Leadership and Service
Ensure the availability of training opportunities and information for researchers, enabling opportunities to be accessed and maintaining a strong research ecosystem across the faculty.	Academic Leadership and Service
Chair the Faculty's Research Committee, and oversee other research facilitation roles and working groups within the faculty.	Academic Leadership and Service

## SELECTION CRITERIA

<b>Qualifications, skills, knowledge and experience:</b>	<ul style="list-style-type: none"> <li>• Qualification - A doctorate and research expertise in an area of theology and/or philosophy, with a strong international research profile.</li> <li>• Knowledge - Understanding of the Australian Higher Education sector, research policy and implications with the ability to interpret and implement university policies, procedures and academic regulations.</li> <li>• Experience - Demonstrated leadership in research training.</li> <li>• Experience - Experience in working with relevant technologies for research records management and reporting.</li> <li>• Experience - Demonstrated academic leadership in the fostering of research excellence and building research capacity.</li> <li>• Skill - Demonstrated ability to work collaboratively and cooperatively in teams across an organisation to deliver shared goals.</li> <li>• Skill - Strong influencing and communication skills to achieve high quality outcomes with internal and external stakeholders, locally and internationally.</li> <li>• Skill - Capacity to develop and manage strategic and operational plans and</li> </ul>
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	budgets, aligning resources to optimise opportunities.
<b>Core Competencies:</b>	<ul style="list-style-type: none"> <li>• Demonstrate confidence and courage in achieving ACU's Mission, Vision and Values by connecting the purpose of one's work to ACU's Mission, Vision and Values.</li> <li>• Work collaboratively internally and externally to ACU to capitalise on all available expertise in pursuit of excellence.</li> <li>• Communicate with purpose. Gain the support of others for actions that benefit ACU. Negotiate for mutually beneficial outcomes that are aligned with the Mission, Vision and Values of the University.</li> <li>• Coach and develop self and others through setting clear expectations, managing performance and developing required capabilities to establish a culture of learning and improvement.</li> <li>• Make informed, evidence-based decisions by sourcing and interpreting University and business information.</li> </ul>
<b>Essential Attributes:</b>	Demonstrated commitment to cultural diversity and ethical practice principles and demonstrated knowledge of equal employment opportunity and workplace health and safety, appropriate to the level of the appointment.
<b>Working with children and vulnerable adults check</b>	This role does not require a Working with Children Check.

## REPORTING RELATIONSHIPS

For further information about the structure of the University, refer to the Organisation Chart

<https://www.acu.edu.au/about-acu/leadership-and-governance/leadership/organisational-structure>