



UNIVERSITY
OF WOLLONGONG
AUSTRALIA

Appointment of

Director of the UOW Sustainable Buildings Research Centre (SBRC)

Candidate Information – April 2019



THE ROLE:

DIRECTOR, SUSTAINABLE BUILDINGS RESEARCH CENTRE

This senior academic leadership role will deliver excellence and innovation in research, teaching and learning across all discipline areas of the Sustainable Buildings Research Centre (SBRC). The SBRC is a unique research facility, located within the Faculty of Engineering and Information Sciences (EIS), with a key focus on research for the improvement of the sustainability and resilience of our new-build and existing building stock (see <http://sbrc.uow.edu.au/>).

The SBRC Director will lead the development and maintenance of a sustained pipeline of projects and funding for the SBRC, and manage the support provided to staff and students within the SBRC so that they can realise their full potential. The Director will play a key role in the continuing development of the SBRC portfolio of research collaborations, partnerships and world-class facilities.

Employment Type: Permanent/continuing, full time.

Campus/Location: UOW Innovation Campus, but may be required to travel and/or work at other locations.

KEY RESPONSIBILITIES

The Director of the Sustainable Buildings Research Centre (SBRC) will have primary responsibility for the following roles and activities.

1. **Strategic Leadership.** Develop and drive the vision and strategic objectives of the SBRC.
2. **Research and Scholarship Leadership.** Provide leadership in the development and submission of applications for research funding and actively pursue links with external bodies to undertake joint ventures and collaborative research projects, both nationally and internationally.
3. **Staff Leadership.** Provide effective leadership and ensure high quality supervision and mentoring for all SBRC academic staff.
4. **Learning and Teaching Leadership.** Oversee support of the Engineering and Information Sciences teaching program by SBRC staff.
5. **Resource Management.** The Director is responsible for the management of human, physical and financial resources within the budget envelope provided for the SBRC, and will play a

key role in representing the SBRC within the University as well as in developing partnerships with external stakeholders and communities..

6. **Work Health and Safety:** ensure a safe working environment for self and others.
7. **Equal Employment Opportunity:** Observe principles and practices of Equal Employment Opportunity and ensure fair treatment of all in the workplace.

THE SUCCESSFUL CANDIDATE

The Director of the Sustainable Buildings Research Centre (SBRC) will be a highly motivated and energetic individual with an outstanding record of accomplishment in research and governance. The candidate will have experience leading a high performing research team, and demonstrated success in fostering interdisciplinary collaboration in research. Ideally, they will be able to demonstrate a capacity for vision and the ability to foster a dynamic, service-oriented and enterprising culture.

THE UNIVERSITY

The University was founded in 1975 and is located on Australia's southeast coast in the thriving city of Wollongong (population 295,000), about 80 km south of Sydney. It is well connected to Sydney by the metropolitan train network and the M1 Freeway. Sydney International Airport can be easily accessed via the train system or shuttle buses. The University is a research-intensive institution rated in the top 2% of universities world-wide, and ranking number 16 internationally in the QS Top 50 Universities under 50 years old. The University of Wollongong enrolls 36,000 students (incl. >13,500 international students from 149 countries), has an alumni base of more than 138,000 and employs 2,400 staff. Teaching is delivered in technology rich and immersive environments.

An outline of the University's major research facilities can be found at
<https://www.uow.edu.au/research/research-centres-entities/index.html>

FACULTY OF ENGINEERING AND INFORMATION SCIENCES

UOW is a leading engineering, mathematics, physics and ICT research institution, based on our long standing collaboration with local and multinational industries, and research centres in Australia and overseas.



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Over 600 students enrolled in PhDs, and over 300 academic staff supported by more than 60 technical staff enable EIS to be one of the most research intensive Faculties of its type in Australia. EIS is among the top Australian engineering faculties; our world class reputation in research and teaching has earned us a place in the Group of Eight Engineering and Associates.

The Australian Research Council has ranked the multidisciplinary work of the Faculty of EIS as ‘well above world standard’, and civil, manufacturing, materials and mechanical engineering research as ‘above world standard performance’. EIS faculty members are driving relevant and cutting-edge research in a wide range of areas focused on providing innovative solutions to global issues.

We are intimately involved with the international research community and we attract many visits from amongst the very best researchers and research institutions and Universities from around the world to collaborate with our staff and students. We invite you to explore our website and discover more about us and our strengths.

SUSTAINABLE BUILDINGS RESEARCH CENTRE

The Sustainable Buildings Research Centre (SBRC) is a unique research facility within the Faculty of Engineering and Information Sciences, with a key focus on research for the improvement of the sustainability and resilience of our new-build and existing building stock. This includes interdisciplinary research on a wide range of topics from the day-to-day energy efficiency practices of low income households through to development of new construction and building services technologies (see <http://sbrc.uow.edu.au/>).

The SBRC Building is located at the University’s Innovation Campus and is one of the most sustainable and unique buildings in Australia, which is not only a 6 Star Green Star building (equivalent to LEED Platinum) but is also the first ever building in Australia to win certification under the “Living Building Challenge” framework, which is widely held to be the toughest sustainability rating system for buildings in the world. The building includes a 160kW PV array and is both net-zero energy and net-zero water.

Since the inception of the SBRC in 2010, the staff and students have achieved a remarkable portfolio of achievements. This is best exemplified by the fact that as a result of the establishment of the SBRC, two teams of students and staff have now participated in

international Solar Decathlon competitions; indeed the University of Wollongong is the only university in Australia to have even attempted to enter a Solar Decathlon, let alone win 1st and 2nd places in separate competitions.

Team UOW won entry to, and then went on to win the Solar Decathlon China Competition held in 2013 with their ‘Illawarra Flame House’, winning with a world record overall score of 957.6 points out of a maximum of 1000 – a record that stood for 5 years. The Illawarra Flame House is now located adjacent to the SBRC Building where it is used as a net-zero energy Living Laboratory. It is also integrated into the SBRC micro-grid, and is a test-bed for many new technologies and systems.

A second Team UOW cohort then entered and won second place in the Solar Decathlon Middle East competition in November 2018 with their dementia-friendly ‘Desert Rose House’, which will shortly be rebuilt alongside the Illawarra Flame House.

The SBRC is also home to arguably the most extensive range of sustainable building test facilities in the Southern Hemisphere. This includes the new \$1.8M ‘Building Insights Facility’, which is a multi-functional suite of infrastructure for thermal testing of façade systems, windows, moisture transfer, HVAC systems, etc. The SBRC also includes a micro-grid and power quality test facility and many other advanced technology research facilities.

The SBRC team currently comprises approximately 20 staff directly employed by the SBRC and over 20 higher degree research students.



HOW TO APPLY

Applications must be submitted online via:
<https://jobs.uow.edu.au/careersection/ext/jobsearch.ftl>

You will be prompted to respond to the selection criteria as part of the online application process, based on the position description for this role. You will be able to save your application at any time and submit at a later date if required, you will only be able to do this before the closing date of the position.

Date of Commencement

It is expected that any regional, interstate or international applicants who reach the final stages of the selection process will be able to relocate to Wollongong to take up the role by the earliest possible commencement date.

Applications close
Sunday 16th June 2019

Contact details

For further information about this position, please contact Professor Valerie Linton on + 61 2 4221 3062 or Senior Professor Paul Cooper on + 61 2 4221 3355.

For general recruitment enquiries please contact Ugo De Gori on + 61 2 4221 4124.





POSITION DESCRIPTION

Academic Positions

(In addition to the Position Classification Standards)

Position Title: Director - SBRC Level: E
Faculty/Division: Engineering & Information Sciences
School/Unit: Sustainable Buildings Research Centre (SBRC)

Primary Purpose of the Position:

The primary purpose of the Director of the SBRC is to provide vision and leadership for the SBRC, to cultivate a dynamic collaborative environment that will foster excellence and innovation in research, teaching and learning across all discipline areas of the SBRC, and to promote these activities locally, nationally and internationally.

The Director also provides leadership in the development and maintenance of a sustained pipeline of projects and funding for the SBRC, and manages the support provided to staff and students within the SBRC so that they can realise their full potential.

The Director plays a key role in the continuing development of the SBRC portfolio of research, collaboration and partnerships, and world-class facilities.

Position Environment:

The SBRC is a unique research facility, within the Faculty of Engineering and Information Sciences, with a key focus on research for the improvement of the sustainability and resilience of our new-build and existing building stock (see <http://sbrc.uow.edu.au/>).

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Since its inception in 2010 the SBRC staff and students have achieved a remarkable portfolio of achievements. This is best exemplified by the fact that as a result of the establishment of the SBRC two teams of students and staff have now participated in international Solar Decathlon competitions; indeed the University of Wollongong is the only university in Australia to have even attempted to enter a Solar Decathlon, let alone win 1st and 2nd places in separate competitions.

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the SBRC Building where it is a net-zero energy Living Laboratory that is integrated into the SBRC micro-grid, and is a test-bed for many new technologies and systems.

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The SBRC is also home to arguably the most extensive range of sustainable building test facilities in the Southern Hemisphere. This includes the new \$1.8M 'Building Insights Facility', which is a multi-functional suite of infrastructure for thermal testing of façade systems, windows, moisture transfer, HVAC systems. The SBRC also includes a micro-grid and power quality research facility and many other advanced technology research facilities.

The SBRC team currently comprises approximately 20 staff directly employed by the SBRC and over 20 higher degree research students. The staff complement includes 3 Professional Services Staff (supervised by the SBRC Deputy Director), who have responsibility for: i) research facilities management; ii) technical support of research staff and students, fabrication of equipment, etc; iii) administrative functions including marketing, communications, event management, etc.

The Director is responsible for the management and leadership of the SBRC in fulfilment of the University's vision, mission and goals. This includes responsibility for facilitating and improving research and teaching and learning, and fostering a dynamic, service-oriented and enterprising culture within the SBRC, which values and respects diversity and ensures a safe and productive working environment for all staff.

The Director is responsible for the management of human, physical and financial resources within the budget envelope provided for the SBRC, and will play a key role in representing the SBRC within the University as well as in developing partnerships with external stakeholders and communities.

Major Accountabilities/Responsibilities:

Responsibilities	Outcome
1. Strategic Leadership <ul style="list-style-type: none">• Develop and drive the vision and the desired strategic objectives of the SBRC, in consultation with the Dean, the SBRC Executive, staff, students and other stakeholders.• Lead the development and maintenance of a pipeline of competitive grant and commercial research funding by engaging (nationally and internationally) with government (local, state and federal), industry, universities, research institutes, professional associations, and industry peak bodies.• Foster interaction between and within each of the disciplinary programs within the SBRC to provide a dynamic collaborative environment that will enhance the key activities of the SBRC.• Ensure the vision, strategic objectives and activities of the SBRC reflect those of UOW.• Collaborate with the Faculty of EIS Executive in the generation of Faculty Strategic and Business Plans. Actively promote the SBRC to	SBRC direction and leadership consistent with UOW objectives. A pipeline of funding and projects to maintain/expand SBRC activities. To continuously enhance and ensure successful realisation of the SBRC Strategic & Business Plan. Maintain a high level of government and industry interaction.

	<p>external bodies to enhance the reputation of the SBRC and the University locally, nationally and internationally.</p> <ul style="list-style-type: none"> • In collaboration with the EIS student recruitment team, develop and implement medium and long-term strategies for attracting students to the SBRC. • Actively contribute to the broader strategic direction of the Faculty. 	
2.	<p>Research and Scholarship Leadership</p> <ul style="list-style-type: none"> • Provide leadership in the development and submission of applications for research funding and actively pursue links with external bodies to undertake joint ventures and collaborative research projects. • Ensure appropriate systems and processes are in place to foster the conduct of quality research projects and to generate high quality research outputs and impacts. • Ensure that the SBRC provides quality supervision and support for research students. 	<p>Research consistent with UOW strategy and SBRC is key contributor to research outcomes.</p> <p>Research projects in collaboration with other schools in the Faculty of EIS, with other research centres/faculties within UOW, and externally.</p>
3.	<p>Staff Leadership</p> <ul style="list-style-type: none"> • Provide effective leadership and ensure provision of appropriate supervision and mentoring for all SBRC academic staff. • Ensure workforce planning supports a sustainable academic structure and academic activities. 	<p>Provision of supportive relationships with staff.</p> <p>Nurture an environment conducive of creating opportunity for publications and other research output.</p> <p>Academic staff structure meets SBRC and student needs.</p> <p>Position descriptions developed for all roles with clearly defined reporting relationships and responsibilities.</p> <p>Academic staff have designated supervisors and career development records, and career trajectories.</p> <p>Academic staff receive appropriate guidance through probation and promotion processes.</p>
4.	<p>Learning and Teaching Leadership</p> <p>Liaising with appropriate stakeholders in EIS, e.g. Associated Dean (Education), Heads of School, Discipline Advisors:</p> <ul style="list-style-type: none"> • Oversee support of the EIS teaching program by SBRC staff where appropriate (providing there is sufficient capacity within the SBRC team to provide such support). • Provide direction for the development of potential new/revised subjects and/or programs relevant to the SBRC. This will include the Bachelor of Architectural Engineering that will be delivered for the first time in 2020. 	<p>SBRC staff participate in EIS teaching activities, where appropriate, and where there is sufficient capacity within the SBRC team.</p> <p>Research students are supervised to a high standard.</p>

	<ul style="list-style-type: none"> • Foster interactions among the teaching, research and community engagement activities of the SBRC to ensure a strong teaching-research-community engagement nexus and to ensure our programs remain relevant to the needs of the researchers, industry and the community. • Coordinate liaison with external professional bodies to gain and maintain professional accreditation of professional SBRC courses, if appropriate. • Ensure that appropriate mechanisms are available for the processing of student grievances within the SBRC, in alignment with EIS and UOW protocols. 	
5.	<p>Financial Matters</p> <ul style="list-style-type: none"> • Make budgetary proposals, with assistance from the Faculty Management Accountant, on behalf of the SBRC, to the Executive Dean or other relevant authority for allocation of funds provided by the University. • Ensure there is provision for adequate infrastructure and resources to enable the conduct of quality teaching and research across all programs within the SBRC. • Exercise delegations as assigned to the position in accordance with University Policy. 	<p>Efficient and effective use of resources.</p> <p>SBRC finances are managed and expended consistent with University policy and procedures.</p> <p>Regular reporting on SBRC financial operations to ensure effective financial management within budgetary allocations.</p>
6.	<p>Committee/Reporting Responsibilities</p> <ul style="list-style-type: none"> • Participate in various committees relevant to the position as appropriate, including but not limited to EIS Faculty Executive; SBRC Committees and SBRC Advisory Board. 	SBRC governance is robust and effective
6.	Supervisory roles: Communicate and consult with staff on workplace and staffing matters.	To foster direct relationships with staff and enhance engagement with the organisation.
7.	<p>Work Health & Safety (WH&S)</p> <p>Have WH&S responsibilities, accountabilities and authorities as outlined in the http://staff.uow.edu.au/ohs/commitment/responsibilities/ document</p> <ul style="list-style-type: none"> • 	To ensure a safe working environment for self & others.
8.	<p>Equal Employment Opportunity (EEO)</p> <ul style="list-style-type: none"> • Observe principles and practices of Equal Employment Opportunity 	To ensure fair treatment in the workplace

Reporting Relationships:

Position Reports to:	Executive Dean, EIS
The position supervises the following positions:	SBRC Deputy Director SBRC Academic Staff
Other Key Contacts:	EIS Faculty Executive Manager EIS Management Accountant EIS Associate Dean (Education) EIS Associate Dean (Research) EIS Associate Dean (International)

Key Relationships:

Contact/Organisation:

Faculty executive and senior staff, Heads of Schools
Industry organisations and businesses
Tertiary sector peak bodies
Other UOW Faculties and units/Divisions

Purpose & Frequency of contact

As required and occasionally for committees, special initiatives
Regular contact for a range of professional and educational needs
Contact on issues as required, including advocacy
Regular contact and as required

Key Challenges:

1. Development and maintenance of a sustained pipeline of projects and funding for the SBRC.
2. Supporting the diverse needs and careers of staff and students of a multidisciplinary SBRC.
3. Ensuring achievement of high quality research outcomes.
4. Balancing the complex demands on personal time and attention associated with leading a large, multidisciplinary academic unit while still maintaining a productive personal research program.

SELECTION CRITERIA:

Essential:

- A doctoral qualification, or equivalent, in a discipline closely aligned with current discipline areas and/or research themes of the SBRC, or in an area that would directly complement/enhance SBRC activities.
- Evidence of strong leadership skills and experience in leadership roles, including research leadership, and the ability to foster interdisciplinary collaboration in research.
- Evidence of senior management skills including resource management, budgetary control, and the ability to effectively supervise staff and build teams.
- Outstanding interpersonal skills including a demonstrated ability to supervise, consult and interact with staff and students, and excellent oral and written communication skills.
- Outstanding track record, with an upward trajectory, of scholarship and excellence in research that is aligned with SBRC activities and goals; including research publications in high-impact, international journals.
- Experience in successful supervision and timely completion of Higher Degree Research students.
- Demonstrated understanding of, and commitment to, WH&S, Risk Management, Quality Assurance and EEO principles as they relate to this position.

Desirable:

- Extensive experience in quality teaching at undergraduate and postgraduate levels, including curriculum development skills and experience in one or more of the discipline areas relevant to the SBRC.
- Established professional networks involving research, professional, industry, community and/or government organisations.
- Excellent track record in winning competitive research grants and commercial research projects.

Personal Attributes:

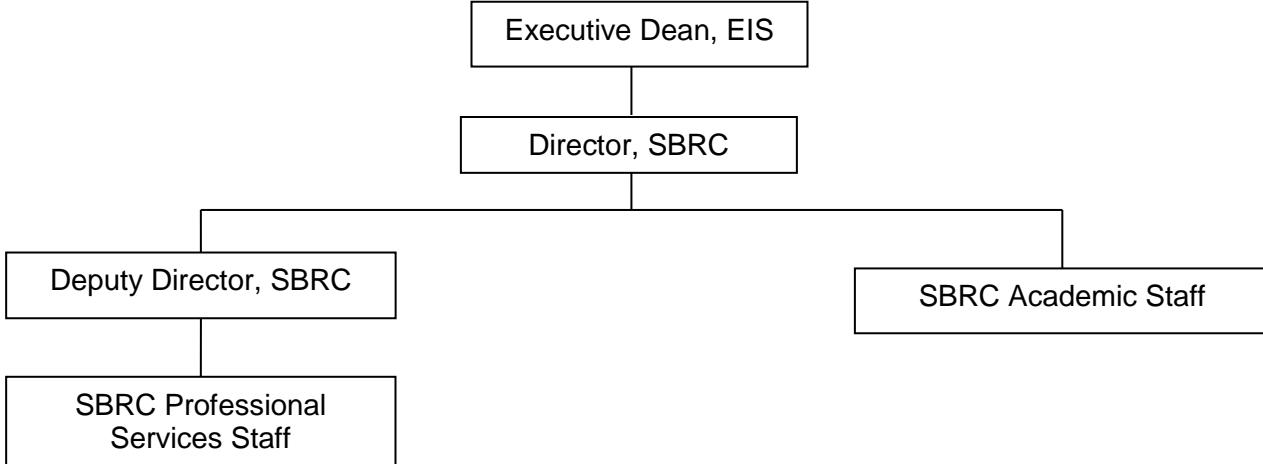
- Ability to balance strategic thinking whilst maintaining a focus on quality and exacting standards in day-to-day management
- Inspiring mentor, strong networker, team-builder

- Demonstrated ability to work as an effective team member, including team building skills.

Special Job Requirements:

- May be required to work outside of standard business hours or across campuses and research partner facilities.
- Must be available and able to undertake domestic and international travel.

Organisational Chart:



Roles and Responsibilities in Relation to Workplace Health and Safety:

The University of Wollongong is committed to providing a safe and healthy workplace for its workers, students and visitors. All members of the University community have a collective and individual responsibility to work safely and be engaged in activities to help prevent injuries and illness.

In addition to the major accountabilities/responsibilities required for your position, you also hold the following roles and responsibilities in relation to Workplace Health and Safety:

All Staff

- Take reasonable care for your health and safety as well as others.
- Comply with any reasonable instruction by the University.
- Cooperate with any reasonable policies and procedures of the University including reporting of hazards or incidents via the University reporting process.
- Certain staff have specific responsibilities for Work Health and Safety (WHS), further information is available in the document [Roles And Responsibilities for WHS](#) and [WHS Management System](#).

Additional Responsibilities for Staff with supervisory responsibilities

- Ensure work area, equipment and practices are compliant with applicable legislation, standards, codes of practice and University guidelines.
- Ensure risk management activities are undertaken to minimise WHS risk including hazard and incident reporting, risk assessment and safe work procedures.
- Provide the necessary instruction, information, induction, training and supervision to enable work to be carried out safely.
- Ensure Work Health and Safety (WHS) activities and requirements are implemented for area as outlined in the [Roles And Responsibilities for WHS](#) and [WHS Management System](#).

Inherent Requirements:

For all positions

This position description outlines the major accountabilities/responsibilities and the selection criteria against which you will be assessed as suitable for the position. As such there will be specific job requirements that we refer to as Inherent Requirements.

Inherent Requirements refer to your ability to:

- Perform the essential duties and functional requirements of the job;
- Meet the productivity and quality requirements of the position;
- Work effectively in the team or other type of work organisation concerned; and
- Do the job without undue risk to your own or others health, safety and welfare at work.

If you have any injuries, illness, disorder, impairment, condition or incapacity that may affect your ability to perform the inherent requirements of the position, we encourage you to discuss this with the University to assist in the process of identifying reasonable adjustments to enable you to perform the duties of the position. The University wants to place you in the best situation to use your skills effectively in the position you are applying for at the University.

POSITION CLASSIFICATION STANDARD - Teaching and Research

Level: E
Title: Professor

Description

A position classification standard describes the broad categories of responsibility attached to academic staff at different levels. The standards are not exhaustive of all tasks in academic employment, which is by its nature multi-skilled and involves an overlap of duties between levels. **Therefore the standards should not be applied mechanistically. Quality of performance is the principal factor governing level of appointment of individuals, and a broadly worded skill base is set out for each level.**

All levels of academic staff can expect to make a contribution to a diversity of functions within their institutions. Such functions include teaching research participation in professional activities and participation in the academic planning and governance of the institution. The balance of functions will vary according to level and position and over time.

- General Standard
- Specific Duties
- Skill Base

General Standard

A Level E academic is expected to exercise a special responsibility in providing leadership and in fostering excellence in research, teaching and policy development in the academic discipline within the department or other comparable organisational unit, within the institution and within the community, both scholarly and general.

Specific Duties

Specific duties required of a level E academic may include

- Provision of a continuing high level of personal commitment to, and achievement in, a particular scholarly area.
- The conduct of research.
- Fostering the research of other groups and individuals within the department or other comparable organisational unit and within the discipline and within related disciplines .
- Development of research policy.
- Supervision of the program of study of honours students or of postgraduate students engaged in course work.
- Supervision of major honours or postgraduate research projects.
- Making a distinguished personal contribution to teaching at all levels.
- The conduct of tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and studio sessions.
- The preparation and delivery of lectures and seminars.
- Consultation with students.
- Marking and assessment.
- Playing an active role in the maintenance of academic standards and in the development of educational policy and of curriculum areas within the discipline.
- Developing policy and being involved in administrative matters within the department or other comparable organisational unit and within the institution.
- Participating in and providing leadership in community affairs, particularly those related to the discipline, in professional, commercial and industrial sectors where appropriate.

Skill Base

A Level E academic shall have the same skill base as a level D academic but will be recognised as a leading authority in the relevant discipline area.