**UNSW RESEARCH STRATEGY AND PARTNERSHIPS OFFICE**

**ARC FUTURE FELLOWSHIPS – SECT C8 TEMPLATE**

The Instructions to applicants, at page 15, ask that you provide a 1 page statement at Section C8 signed by the Deputy Vice Chancellor if:

1. you have selected “Other” because you are unemployed, not employed at an Australian university, are an international researcher or
2. you have chosen a Salary level in Part E which does not align with your academic level because you have experienced significant interruptions to your academic career, due to family responsibilities as primary care giver and/or due to working with a relevant industry.

If your situation is covered by (1) above please refer to the UNSW Academic Salary Scales to justify the level you have chosen. It is important that you do this as it will need support from your Head of School/Host. This information can be found at Appendix A of this advice.

If your situation is covered by (2) above again refer to the Salary Scales but additionally include consistent advice re significant interruptions to your academic career, in Sect C9.

In both situations we need a justification from you supporting the claim you are making for the level you have selected. This would need to include some form of benchmarking of your performance against others at the level you have selected.

Note this justification will be subject to approval from your Faculty which the RSPO will coordinate.

We will need in your statement some examples that approximate the requirements shaded in Appendix A for the level you have selected.

In detailing the career interruption you should be as specific as you can be about the impact the interruption had on your research.

Please only write 2/3rds of a page with a 1cm margin for this statement.

The process for the approval and signing of this statement will be detailed in the email forwarded to you with this as an attachment.

If you have any queries regarding the drafting of this statement please contact the RSPO at [dp@rso.unsw.edu.au](mailto:dp@rso.unsw.edu.au).

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**APPENDIX A: EXTRACT FROM THE UNSW 2015 ACADEMIC SALARY ENTERPRISE AWARD**

**SCHEDULE 4 UNSW POSITION CLASSIFICATION STANDARDS**

**FUTURE FELLOWSHIP LEVEL 1 TOTAL ARC PACKAGE: $150,376**

**LEVEL B (LECTURER)**

**General Standard**

A Level B academic is expected to make contributions to the teaching effort of the institution and to carry out activities to maintain and develop their scholarly, research and/or professional activities relevant to the profession or discipline. Specific Duties Specific duties required of a Level B academic may include:

• The conduct of tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and studio sessions.

• Initiation and development of subject material.

• Acting as subject coordinators.

• The preparation and delivery of lectures or seminars.

• 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.

• The conduct of research.

• Involvement in professional activity.

• Development of course material with appropriate advice from and support of more senior academics.

• Marking and assessment.

• Consultation with students.

• A range of administrative functions the majority of which are connected with the subjects in which the academic teaches.

• Attendance at departmental and/or faculty meetings and/or membership of a number of committees.

**Skill Base**

A Level B academic will have qualifications and/or experience recognised by the institution as appropriate for the relevant discipline area. In many cases a position at this level will require a doctoral or masters qualification or equivalent accreditation and standing. In determining experience relative to qualifications, regard is had to teaching experience, experience in research, experience outside tertiary education, creative achievement, professional contributions and/or to technical achievement.

**APPENDIX A CONTD**

**FUTURE FELLOWSHIP LEVEL 2 TOTAL ARC PACKAGE: $182,035**

**LEVEL C ( SENIOR LECTURER)**

**General Standard**

A Level C academic is expected to make significant contributions to the teaching effort of a department, school, faculty or other organisational unit or an interdisciplinary area. An academic at this level is also expected to play a major role in scholarship, research and/or professional activities. Specific Duties Specific duties required of a Level C academic may include:

• The conduct of tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and studio sessions.

• Initiation and development of course material.

• Course coordination.

• The preparation and delivery of lectures and seminars.

• Supervision of major honours or postgraduate research projects.

• Supervision of the program of study of honours students and of postgraduate students engaged in course work.

• The conduct of research.

• Significant role in research projects including, where appropriate, leadership of a research team.

• Involvement in professional activity.

• Consultation with students.

• Broad administrative functions.

• Marking and assessment.

• Attendance at departmental and/or faculty meetings and a major role in planning or committee work.

**Skill Base**

A Level C academic will normally have advanced qualifications and/or recognised significant experience in the relevant discipline area. A position at this level will normally require a doctoral qualification or equivalent accreditation and standing. In determining experience relative to qualifications, regard will be had to teaching experience, experience in research, experience outside tertiary education, creative achievement, professional contributions and/or to technical achievement. In addition a position at this level will normally require a record of demonstrable scholarly and professional achievement in the relevant discipline area.

**APPENDIX A CONTD**

**FUTURE FELLOWSHIP LEVEL 3 TOTAL ARC PACKAGE: $213,693**

**LEVEL D (ASSOCIATE PROFESSOR)**

**General Standard**

A Level D academic is expected to make a significant contribution to all activities of the organisational unit or interdisciplinary area and play a significant role within their profession or discipline. Academics at this level may be appointed in recognition of distinction in their disciplinary area. Specific Duties Specific duties required of a Level D academic may include:

• The conduct of tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and studio sessions.

• The development of and responsibility for curriculum/programs of study.

• Course coordination.

• The preparation and delivery of lectures and seminars.

• Supervision of major honours or postgraduate research projects.

• Supervision of the program of study of honours students and of postgraduate students engaged in course work.

• The conduct of research, including, where appropriate, leadership of a large research team.

• Significant contribution to the profession, and/or discipline.

• High level administrative functions.

• Consultation with students.

• Marking and assessment.

• Attendance at departmental and faculty meetings.

**Skill Base**

A Level D academic will normally have the same skill base as a Level C academic. In addition there is a requirement for academic excellence which may be evidenced by an outstanding contribution to teaching and/or research and/or the profession.

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