

THE UNIVERSITY OF ADELAIDE
SELECTION CRITERIA



CLASSIFICATION/GRADE.....LECTURER (LEVEL B).....

POSITION NO.

DEPARTMENTSchool of Chemistry and Physics.....

NO.	ESSENTIAL MINIMUM CRITERIA
1.	A Ph.D. in theoretical physics
2.	At least one year of experience working in a research area relevant to the program of the CSSM and the demonstrated ability to make an outstanding contribution to the CSSM's research program.
3.	Excellence in research demonstrated, for example, by publications and conference presentations.
4.	Demonstrated teaching ability.
5.	Excellence in communication, both verbally and in writing.
6.	Excellent interpersonal skills and, in particular, the ability to work as part of a cooperative and coherent team.
7.	Broad interests in theoretical and computational physics and, in particular, the ability to contribute to the School's new Centre for Complex Systems and Simulations.
DESIRABLE CHARACTERISTICS	
1.	Experience in teaching.
2.	Demonstrated ability to supervise research students.
3.	Demonstrated ability to lead a research program.

SELECTION CRITERIA

The purpose of **SELECTION CRITERIA** is to provide both job applicants and the selection panel with a definitive list of the skills and knowledge that the position requires and to assist in ensuring that selection is based on merit.

Selection Criteria constitute a list of the qualifications, aptitudes, and experience a person needs in order to undertake successfully the responsibilities and duties of a position. Their main use is to aid in the selection of staff by creating a measuring stick against which all applicants can be fairly judged, firstly at the shortlisting stage and then at the interview and final selection stage.

SELECTION CRITERIA should include:

- * Essential educational qualifications. Those qualifications not considered to be 'essential' may be listed as 'desirable' for the specific position.
- * Requirements essential for achieving the required outcomes. As these limit the group of people likely to apply, care should be taken not to overstate the attributes which are essential. These requirements should be divided into abilities/aptitudes/skills, knowledge and experience.
- * Desirable attributes, to be considered where it is difficult to differentiate the relative merit of applicants on the basis of the essential items.

Items should be written in a way which aids the assessment of an applicant's skills by using terms which describe observable specific behaviours rather than personal qualities, as these are less easy to measure. For example, the term 'initiative' describes a personal quality which can be defined in different ways by different people and in different job contexts. It would be better to define it in terms of behaviour in the Selection Criteria as, for example, 'the ability to identify tasks which need to be done and to complete these tasks with limited supervision.'

The requirements stated in the Selection Criteria are to be the basis for making a merit-based selection. Therefore, care should be taken to ensure that they accurately and adequately state the requirements at this time for this position, will attract an appropriate field, and will allow appropriate merit distinctions to be made between likely applicants.

Those writing selection criteria should ensure that:

- * The requirements are realistic;
- * Equal employment opportunity is observed;
- * Care is exercised in the selection of adjectives to describe the extent to which a particular attribute is required (eg. 'Some knowledge of ...', 'Extensive experience in ...')
- * The Selection Criteria follow logically from and are consistent with the job advertisement;
- * The criteria are clearly worded and terms are well defined;
- * The number of essential requirements does not exceed 10-12 and the desirable aspects are kept brief;
- * Essential specialist knowledge should generally relate to the relevant field of practice, with knowledge of the specifics of the University environment included as 'desirable'.

In some circumstances for some essential items a level of competence above the minimum required carries greater weight than for other items in distinguishing between suitable applicants. When the degree of achievement on particular items is regarded as having greater weight than for other items, this should be stated as part of the Selection Criteria.

Search Plan Statement

The position of Lecturer Level B is to be advertised in The Australian HES (Wednesday).

Letters including the advertisement are to be circulated to all Departments of Physics in Australia with a special note requesting each Head to bring the advertisement to the attention of any potential female applicants. A direct approach will be made to senior women working in the field seeking women applicants.

The advertisement will be posted on the internet and will be distributed to relevant groups by e-mail.