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# ACADEMIC RECRUITMENT POLICY

## 1 Purpose

This policy outlines ANZSOG's approach to academic recruitment and responsibilities for core subject leaders in the Executive Master of Public Administration (EMPA) program.

## 2 Scope

This policy applies to the EMPA core subject leader complement, profile and capabilities.

## 3 Guiding Principles

- 3.1 Recruitment of core subject leaders for the EMPA program will be drawn from conferring universities' academic staff and/or disciplinary field leaders from other domestic and international universities as required.
- 3.2 There must be an adequate number of academics engage to sufficiently support the teaching and learning needs of the annual student intake across the EMPA nine core subject areas.
- 3.3 To meet the executive masters' level academic standards and rigour of the program recruited core subject leaders must hold a doctorate in a relevant field and have commensurate teaching and/or research experience in their disciplinary field.
- 3.4 Components of the core subject program may be facilitated or led by experienced practitioners and or academics who are recognised experts and senior leaders in their field (through research, publication or achievement) and who are supported by relevant subject leaders in the topic of delivery.
- 3.5 Subject leaders are expected to make themselves available to enrolled students in class and via email for academic support over the duration of subject delivery, including the designated preparation period prior to commencement of formal teaching and the designated post teaching period associated with assessment and subject completion. Details of engagement are outlined in the Subject Leaders contract.
- 3.6 The search and selection of suitable faculty to undertake the role of subject lead will be subject to ANZSOG internal review and approval mechanisms, such as ANZSOG's Academic Committee and based on the nomination of the EMPA Academic Director.

## 4 Policy Statement

- 4.1 At least one subject leader with teaching and research experience relevant to the subject theme and topics will be engaged from among conferring university partners or a recognised domestic or international university to lead each of the EMPA nine core subjects.
- 4.2 Depending on the number of overall student enrolments in the program or core subject for an annual cohort, the engagement of more than one subject leader per subject may be required.
- 4.3 To fulfil the EMPA's inherent learning requirements, leading public administration practitioners may be invited to teach or facilitate components of the core subjects with the support, and under the supervision of subject leaders who have overall responsibility for the delivery of the core subject.

- 4.4 Subject leaders are required to have a doctorate in a relevant field to the core subject they teach, and these qualifications will have been validated by their employing university.
- 4.5 Where a subject leader does not hold a full-time continuing appointment with a recognised university, ANZSOG will undertake its own vetting process of the academic's qualifications and experience.
- 4.6 During the formal teaching session of a core subject, and up until completion of all assessments and submission of the final student grades and feedback, subject leaders will make themselves available to enrolled students seeking academic advice and support.

## 5 Definition of Terms

Term	Defintion
Subject Leaders/Leads	academics engaged by ANZSOG to deliver the specific (core) subjects of the EMPA program.

## 6 Related Policies

- Learning Resources and Education Support
- Monitoring, Review and Improvement
- Program and Learning Design

## 7 Version History

Version	Audience	Responsibility	Approved By	Approval Date	Last Reviewed
1	Current Students Subject Leads ANZSOG EMPA Delivery Team	EMPA Academic Director ANZSOG HR	Executive Director, Education & Dean/CEO	2023	December 2023