SCHOOL OF PHYSICS EQUITY OFFICERS

The School of Physics aims to provide an environment that is equitable and supportive for all staff and students, free of conscious and unconscious bias, with access to facilities, learning and work open to all.

The School is looking to appoint Equity Officers, who will act as a point of contact for staff and students in the School of Physics who may have a query or concern about any issues relating to equity, access or diversity. The positions are voluntary and are for staff with a genuine commitment to the principles of equity and social justice. Officers will work with the School of Physics Equity and Access Committee (PEAC) and will report to the Head of School.

They will usually be appointed for a period of two years. An explanation of the role and responsibilities will be provided by the PEAC co-Chairs. Additional training may be provided through the University Equity and Diversity Strategy Centre. The appointment will be considered as part of University Service.

Role of Equity Officers

• Act as an independent first point of contact for staff and students with issues relating to equity, access or diversity.
• Provide information on the scope of University policies/procedures and the possible actions available to resolve a matter, including options for further assistance, referral to the Student Affairs Unit (for students) or Human Resources (for staff).
• Deal with enquiries whilst maintaining strict confidentiality. Exercise judgement as to whether an issue requires mandatory action by the School and/or University.
• Participate in PEAC meetings and suggest actions to advance equity and diversity.
• Undertake necessary training and ongoing professional development to aid in providing information, support and referral on relevant University policies.
• Act as an equity, access and diversity resource person and advocate for ‘good practice’ within the School of Physics.

How to Apply

Please send an expression of interest, including a brief statement of why you feel qualified for the position and any relevant expertise to the co-Chairs of the PEAC (Anne Green and John O’Byrne) at the confidential email equity@physics.usyd.edu.au by Monday 16 March 2015.

The Head of School, in consultation with the PEAC co-Chairs, and with the assistance of the Director of the Equity and Diversity Strategy Centre, will appoint two or more Equity Officers. Interest is welcome from any member of the School of Physics professional and academic staff. It is expected the appointments will be made by the end of March 2015. Selection criteria will include:

• Commitment to the principles of equity, access or diversity
• Good communication and interpersonal skills, including the ability to relate to a diverse range of staff and students
• Ability to maintain confidentiality
• Commitment to promoting and participating in the School’s Equity and Access initiatives
• Commitment to engage in training and further development in this area
• the staff member’s location, gender and seniority (to ensure balance and availability)