

Academic Staff Recruitment Policy

Version	Approved by	Approval date	Review date
01	Board of Directors (With the formal endorsement from the Academic Board)	August 2024	September 2025

Administrators Responsible	Dean, President
Purpose	- Outlines the criteria and procedures adopted by the International School of Global Leaders (ISGL) for the recruitment of academic staff. The policy ensures that recruitment aligns with the standards set by the Tertiary Education Quality and Standards Agency (TEQSA) and the Higher Education Standards Framework. - To ensure the recruitment of qualified and competent academic staff, who are capable of delivering high-quality education and contributing positively to the academic community and research endeavors of ISGL.
Scope	This policy applies to all academic staff recruitment within the following categories including full-time/ongoing and casual/sessional/part-time teaching staff: - Sessional Academic Staff - Lecturer - Senior Lecturer - Assistant Professor - Associate Professor - Professor
Principles	Transparency: The recruitment process will be transparent and will be communicated clearly to all stakeholders. Merit-Based: Selection will be strictly based on qualifications, experience, research output, and teaching capability. Diversity: ISGL is committed to ensuring diversity in its staff recruitment. Continuous Improvement: The recruitment policy and procedures will be regularly reviewed to ensure alignment with the Higher Education Standards Framework (Threshold Standards) (HESF) and the evolving needs of the institution.
Qualifications and Criteria	Lecturer - A PhD or professional equivalent in the relevant field. - At least five years of demonstrated teaching experience at the tertiary level. - A commitment to ongoing professional development. Senior Lecturer - A PhD or equivalent in the relevant field. - Significant teaching experience at the tertiary level. - A proven track record of research and/or industry experience. Assistant Professor - A PhD in the relevant field. - Established research profile with publications in reputable journals. - Prior experience in supervising postgraduate students is desirable. Associate Professor - A PhD in the relevant field. - Extensive research experience with a substantial publication record. - Demonstrated leadership in academic or research settings.

	Professor - A PhD in the relevant field. - Distinguished record of research, including significant contributions to the field. - Demonstrated leadership in both academic and research settings. - Proven mentorship of junior faculty and postgraduate students.
Recruitment Process	Advertisement: All full-time positions will be advertised, ensuring a wide reach. Screening: Applications will be initially screened based on the qualifications and experience outlined above. Shortlisting: Shortlisted candidates will be invited for an interview and may be required to deliver a lecture or presentation. Reference Check: References will be contacted for shortlisted candidates. Offer: Successful candidates will be extended an official offer of employment. The recruitment of any approved candidates for full-time appointment will be administered by the Dean in association with the Academic Board as detailed below: The Dean shall constitute an ad hoc selection committee for full-time academic staff appointments. The committee shall comprise at least 2 persons who shall include the Dean or his/her nominee and the President. Appointments at the level of Professor shall be referred to the Chairs of the Board of Directors and Academic Board for their joint approval. - For appointments at the level of Professor, the committee shall be expanded to include the Chairman of the Academic Board or his/her nominee and if the Chairman of the Academic Board determines the need, an experienced senior external member from higher education or industry will also be included in the panel. - Appointments at the level of Lecturer, Senior Lecturer, Assistant Professor and Associate Professor shall be authorised by the Dean and reported to the Academic Board.

Related Documents

- Staff Recruitment Selection Induction Performance Review and Promotion Policy and Procedures

Appendix 1

STANDARDS FOR DETERMINING PROFESSIONAL AND ACADEMIC QUALIFICATIONS

AQF Level being taught	Required AQF level (AQF+1) and additional requirements, if any	Professional Experience Equivalent
AQF Level 8 – Bachelor Honours Degree Graduate Certificate Graduate Diploma	Level 9 - Master's Degree in Cyber Security or a related field	Applicants must hold a Level 8 qualification in Cyber Security or a related field and have significant professional experience in Cyber Security or a related industry. and Should have either: A minimum of 5 years of recent, relevant professional or industry experience that demonstrates advanced skill, knowledge, and leadership abilities. or 5 years of recent teaching experience at Level 8 with a strong foundation in scholarly work related to the discipline.
AQF Level 9 – Master's Degree	Level 10 - Doctorate in Cyber Security or a related field	Applicants must hold a Level 9 qualification in Cyber Security or a related field and demonstrate a strong record of professional practice or research in the field of Cyber Security. and Should have either: A minimum of 5 years of advanced professional or industry experience in Cyber Security, evidencing leadership, strategic management, and innovative practice. or 5 years of recent, high-level teaching experience in Cyber Security at Level 9, accompanied by a significant contribution to scholarship and research in the discipline.