

## Faculty of VCA and Music

These organisational charts describe the anticipated professional staff structure which the Faculty of the VCA and Music plans to have in place from 1 January 2010.

This structure may change depending on the outcomes of consultation with staff and unions and the final outcomes of the placement processes described in the staff transition process to implement Responsible Division Management and other changes, and as a result of the University's Economic Response Program.

Staff are encouraged to discuss their options either with: their manager, Head of School, Peri Hall (HR Consultant to the Faculty) or Karen Hill (Senior Consultant to the Faculty).

For information about new positions please contact either Karen Hill on 9685 9317 [khill@unimelb.edu.au](mailto:khill@unimelb.edu.au) or Peri Hall on 8344 6047 [peri@unimelb.edu.au](mailto:peri@unimelb.edu.au).

Note position coding:

**YELLOW = "NEW"  
POSITION**

**WHITE =  
UNCHANGED**

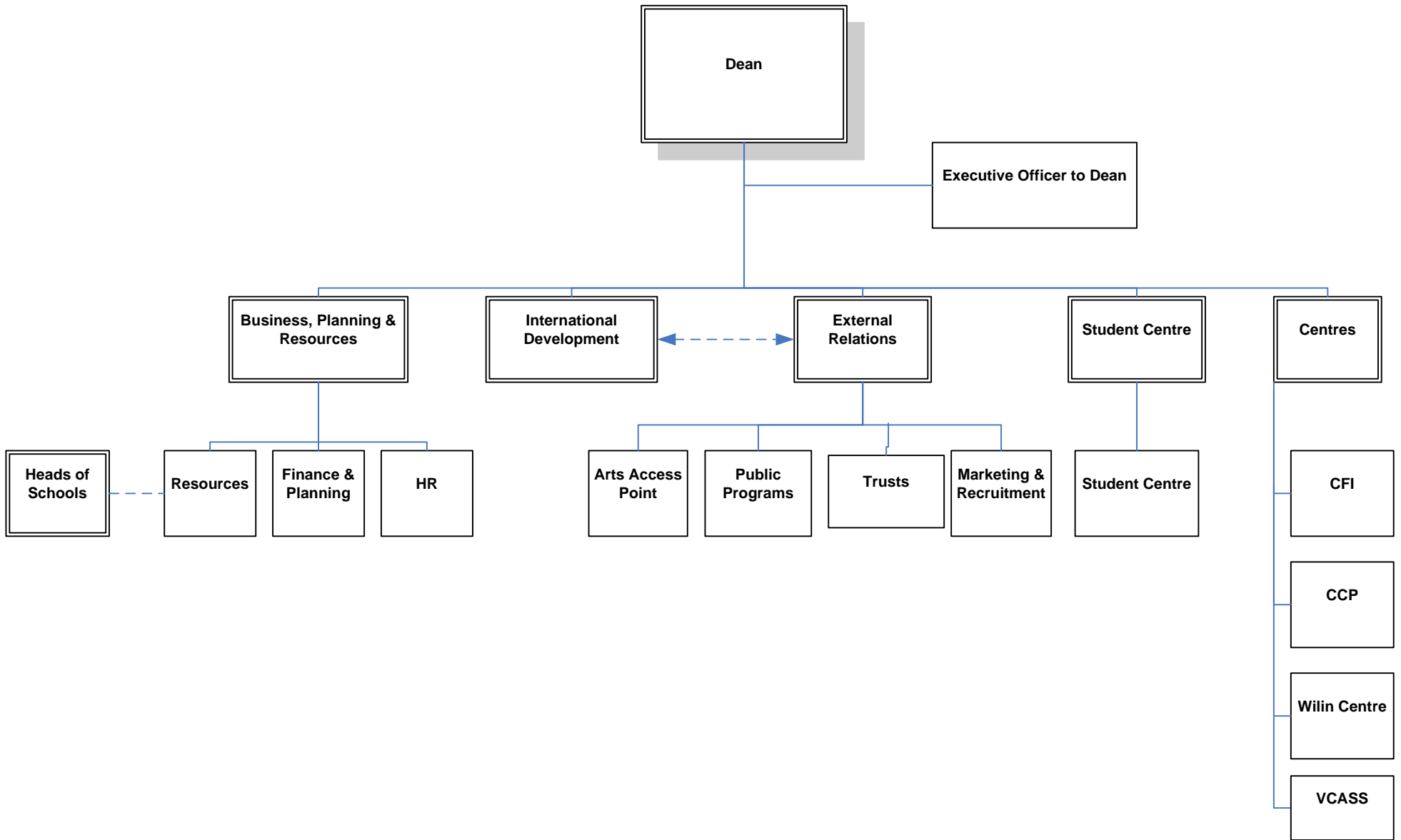
**GREEN =  
REFOCUSED**

**New means:**

1. a completely new position; or
2. a position which exists in the current Faculty organisation structure which will have significant changes in duties or which will be re-classified
3. a position where a smaller number of positions will be created from a larger number (eg three collapses into two)

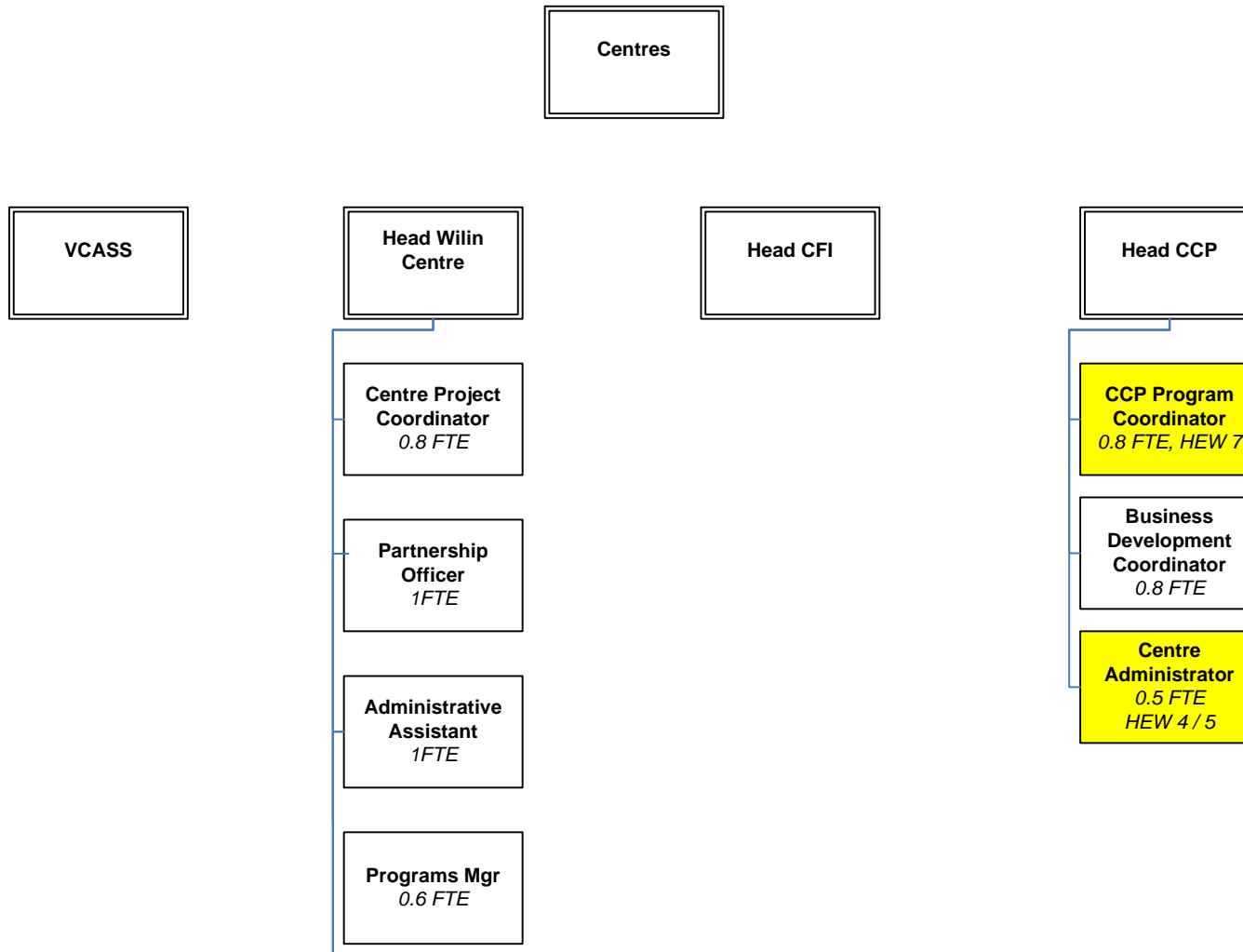
# Draft for Consultation

## Proposed Interim Structure for Faculty of VCA and Music



# Draft for Consultation

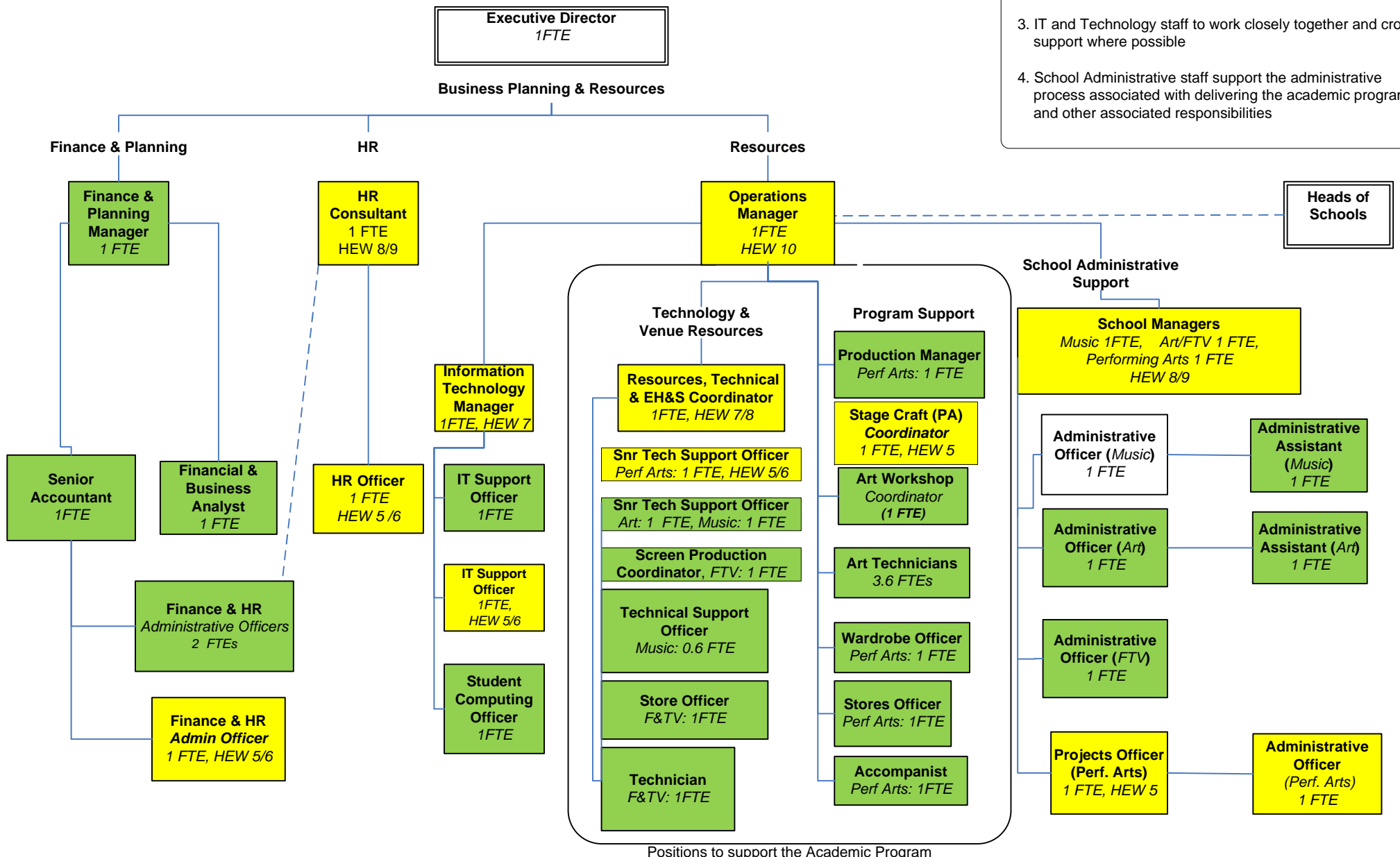
## Proposed Interim Structure for Centres



# Draft for Consultation

## Proposed Interim Structure for Business Planning & Resources

1. Staff who work in the Resources Area have a functional reporting line to the Operations Manager with dotted line reporting to the relevant Head of School
2. Technology & Venue Resources staff include equipment (AV, lighting, recording labs etc), EH&S & Venue use
3. IT and Technology staff to work closely together and cross support where possible
4. School Administrative staff support the administrative process associated with delivering the academic program and other associated responsibilities

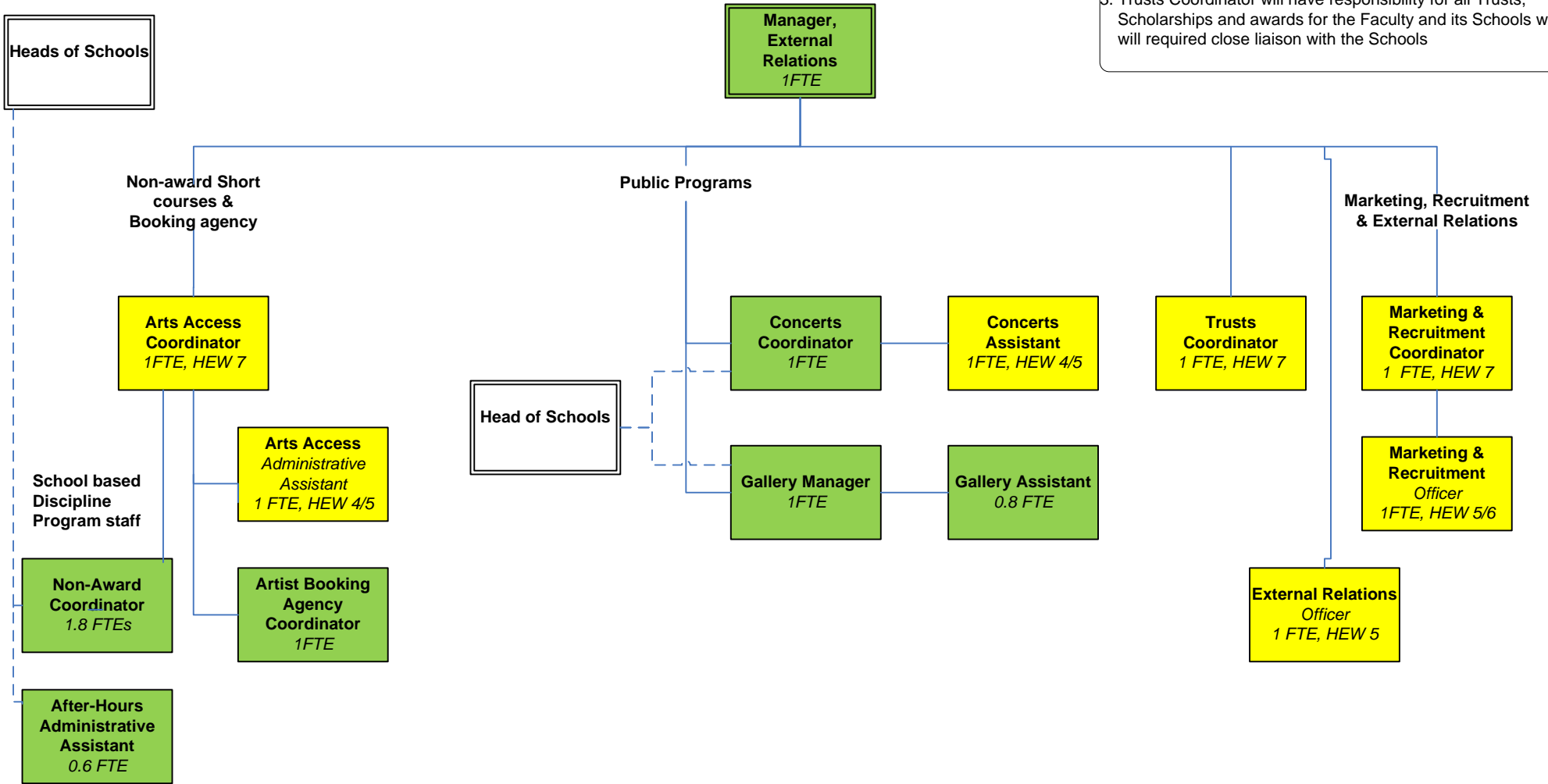


Positions to support the Academic Program

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## Proposed Interim Structure for External Relations & Marketing

1. External Relations includes advancement, orientation, graduation, advancement & alumni events, website, communications, publications, recruitment
2. All Members of the Marketing, Recruitment & External Relations team will support Recruitment
3. Trusts Coordinator will have responsibility for all Trusts, Scholarships and awards for the Faculty and its Schools which will required close liaison with the Schools



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## Proposed Interim Structure for Student Centre

1. Senior Advisers to have specialty knowledge of courses by School
2. Student Advisers to have broader knowledge of all courses
3. Some student advice to be provided from a delivery point at Parkville.
4. Coursework Coordinator to ensure Parkville is appropriately serviced
5. Student Advisers to provide both UG and Graduate course advice

