

# Graduate Research Teaching Fellowship (GRTF) scheme



## Frequently asked questions

Question	Answer
<b>ELIGIBILITY</b>	
1. My Thesis progress has been interrupted by COVID and my 3 <sup>rd</sup> year will end during semester 1 2022. Am I eligible for the Fellowship?	Eligibility for students who have had their study interrupted as a result of the pandemic and who will commence their fourth year of study during 2022, will be considered on a case by case basis. We encourage interested students in this category to apply. Applicants should add a note to their application, appended to their CV, explaining the impact of the pandemic.
2. What if I am not meeting my milestones because of interruptions caused by the pandemic?	Eligibility for students who have had their study interrupted as a result of the pandemic will be considered on a case by case basis. We encourage interested students in this category to apply. Applicants should add a note to their application, appended to their CV explaining the impact of the pandemic
3. I am a part-time student, am I eligible for a Fellowship?	Part-time students are eligible however the conditions of the Fellowship cannot be varied for part-time students.
4. I will submit my thesis for review shortly and have time for teaching. However, I will be commencing my fourth year, am I eligible for a Fellowship?	No, with exceptions noted above, students are not eligible for Fellowships in a year when they will be expected to review and submit their thesis.
5. What if I am not confirmed now but expect to be confirmed by the commencement of the Fellowship.	You are eligible to apply, if you are successful, the offer of a Fellowship will be contingent upon your confirmation.
6. I will be taking extensive fieldwork during my candidature, am I eligible for a Fellowship if I will be approaching Fourth year before I can commit to a full year of availability for teaching?	The Fellowship will consume a maximum .3 fraction across 10 months. If that maximum is maintained and fieldwork is viable around the teaching schedule, then a Fellow could in theory do both.  Note: Eligibility for GRs who have been on extensive fieldwork will be considered and those who cannot commit to a full year of teaching until mid- late stage of candidature will be on a case by case basis. We encourage interested students in this category to apply. Applicants should add a note to their application, appended to their CV, explaining their candidature circumstances.
7. Does working in a non-teaching role at the University exclude me from undertaking a Fellowship?	We do not think contracted roles above .3 FTE are conducive to satisfactory progress of the PhD.

8. I am outside Australia, I do not have a Working with Children Check or an Australian Tax file number	You are Eligible to apply. If you are successful, the offer of a Fellowship will be contingent upon your being eligible to undertake the teaching role in Australia at which point you will be required to obtain both a Working With Children Check and an Australian Tax file number. Double Covid vaccination is also currently a requirement to teach on campus.
<b>CANDIDATURE</b>	
9. Will research deadlines be altered for those who take on the Fellowship?	No, the Fellowships have been designed to provide teaching experience whilst allowing time for students to make good progress with their studies.
10. Can I change to part-time if I take up a Fellowship?	If your scholarship and/or visa conditions allow, you are able to move to part time candidature subject to Faculty approval. Faculty approval will not be unreasonably withheld.  Note: Part-time study for student visa holders is only possible if you have been approved for a reduced study load due to compassionate and compelling circumstances.
11. The PhD is recognised as 1.0 FTE and the Fellowship is 0.3 FTE, is the PhD correspondingly adjusted to 0.7 FTE (if full time) or 0.2 FTE (If part time)	No. However as noted above if your scholarship and/or visa conditions allow, you are able to move to part time candidature subject to Faculty approval. Faculty approval will not be unreasonably withheld.
<b>TEACHING</b>	
12. Can I apply for specific subjects?	When applying for the Fellowship, you can apply for study areas rather than subjects. If you are interested in specific subjects you can mention this in a covering letter attached to your CV. Note that not all subjects will require Teaching Associates.
13. Can Fellows teach fully online or will they be required to attend campus?	It is expected that the majority of subjects will have an on-campus presence in 2022 therefore online only tutoring will be unlikely.
14. If I am selected, when will I know what subjects I will be teaching?	The formal offer will ideally be only when the School and Fellow have an understanding of the subjects they will be teaching. This is an important part of the contract and we want Fellows to be comfortable with the subjects they offered.
15. This is not a secure job or an answer to the casualisation of work in the university sector	The aims of the Fellowship are to provide fixed term teaching opportunities, training and mentoring which complements (but is not a requirement of) the PhD program. A fixed term appointment provides more security than casual employment, which has to be applied for each semester and it includes 17% super and annual and personal leave accrual. We believe that it adds significant value to appointed PhD candidates, as it provides them with a fixed term teaching experience

<p>16. How are the aims of the Fellowship going to be achieved</p>	<p>By enrichment via CSHE certificates: these will enhance and deepen the teaching experience of our PhDs. This Fellowship aims to support PhD candidates by further fostering their inclusion in the academic life of the Faculty</p> <p>By providing our Fellows with security of work for the duration of the Fellowship.</p>
<p>17. What are the benefits of the scholarship over the mentoring relationships already available during candidature?</p>	<p>The Fellowship will provide a de facto mentor in teaching (the subject coordinator), who will provide specific instruction and regular support, in addition to the mentors provided for the Fellow's research thesis.</p>
<p>18. How is the 0.3 FTE calculated and why has 0.3 been selected as the appropriate FTE?</p>	<p>The max .3 FTE is to ensure that the Fellow's workload is manageable, enabling satisfactory progress toward thesis completion.</p>
<p>19. Is the work undertaken as a part of the Fellowship fairly remunerated?</p>	<p>The FTE has been calculated using the casual hourly allocations in the Enterprise Agreement. As a fixed term appointment the position attracts 17% super and accrues annual and personal leave.</p>
<p>20. Is all work remunerated, what if there is more preparation required than is paid under the derived rate?</p>	<p>The Fellows are supervised in their work by the subject coordinator, which means there are regular discussions about their workload, particularly if the work is taking longer than expected. Fellows are given direction on what work should be undertaken. Fellows are not paid an hourly rate; they are salaried fixed term, part time employees. Notwithstanding this, all work undertaken will be paid for.</p>
<p>21. How many tutorials do PhD students normally teach?</p>	<p>There is a large variation in how many hours PhD candidates have taught as sessional tutors. As a guide, we expect each Fellow will teach three hours per week in each semester of their Fellowship and therefore the number of tutorials will depend on the teaching structure of the subject.</p>
<p>22. Isn't there a contradiction between prioritising applicants without teaching experience and appointing "the best applicant" on a merit basis?</p>	<p>As far as possible, we will give priority to those who have not taught before. But there may be some subjects where experience is preferred. Schools need to find a balance between teaching experience of the Fellow and the teaching needs of the subject.</p>
<p>23. Will students in other than 2<sup>nd</sup> or 3<sup>rd</sup> year have an opportunity to take up the Fellowship?</p>	<p>No. We think the 4<sup>th</sup> year focus should be on the thesis. We will review any application outside of the 2<sup>nd</sup> and 3<sup>rd</sup> years on a case-by-case basis.</p>
<p>24. Who will select applicants?</p>	<p>Schools (including programs and disciplines) in which the Fellow's teaching will occur.</p>
<p>25. I am a casual tutor and have lost work in 2021 to a periodic staff member, will I now lose work to these Fellows, and will it be clear what work is left when I apply for my casual work?</p>	<p>We expect that there will still be sessional work available following the allocation of tutoring to existing academic staff and to Fellows. Subjects that require sessional tutors will be advertised in the Work with Us page. No subject coordinator should offer work to a casual applicant before the formal selection process has taken place. Casual work,</p>

	by its nature, is ad hoc and not certain so people are not 'losing' work. Rather, the Faculty is choosing to offer fixed term contracts to deliver its teaching, providing certainty of work for the period of the fixed term. Offering fixed term contracts aligns their conditions to their academic colleagues.
26. In relation to sessional tutoring, are there different advertising dates for different groups of people?	The dates for the advertising of sessional teaching listed on the Faculty of Arts Work with Us page are the dates for all applicants.
27. If there is no interest in these positions, will it be used by management to demonstrate that there is no interest in more secure teaching positions and reduce offers of conversion to more secure work?	No, the Faculty will continue to increase the opportunities for more secure work and reduce the reliance on casual work.
28. Are people able to take the Fellowships twice?	This is possible but not guaranteed.
29. What was the process with determining the Fellowships?	A robust consultation process has taken place with input from academic supervisors, graduate researchers and senior Faculty staff.
30. How does the rate of pay compare with that of a casual tutor?	<p>Fellows are fixed-term staff members and, as such, the 25 per cent loading applied for casual staff does not apply. Fellows are eligible for paid personal leave, annual leave and receive a superannuation contribution of 17 per cent. Casual staff are not eligible for paid leave and receive superannuation of 10 per cent.</p> <p>The package for the Fellowships also includes payment for attendance at one of the CSHE certificate courses. Fellows new to teaching will complete the Centre for the Study of Higher Education <a href="#">Certificate in Small-Group Teaching (CSGT)</a>, designed specifically for those new to university teaching and for teachers in small-group contexts (8x2hrs contact time)</p> <p>Fellows with some teaching experience will complete the <a href="#">Melbourne Teaching Certificate (MTC)</a>, designed for teachers with some experience (3x3hrs contact time)</p>
31. What incentive is there to apply for a Fellowship over waiting for the applications for casual tutoring to open?	The Faculty is increasing the number of fixed term teaching opportunities it offers in 2022 and as a result it is expected that fewer sessional teaching opportunities will be available. The Fellowship also offers other benefits as described above.
32. Am I competing with casual tutors for this teaching?	No. Fellowships are offered in advance of identifying subjects which require casual staff.
33. Is my stipend affected by accepting a Fellowship?	Your current stipend rate will not be affected.

34. Are the MSGE Teaching Certificates only available to tutors taking the Fellowship?	No. These certificates are available to all staff. However, the time to be spent completing this training has been factored into the time fraction of the Teaching Fellowships
35. What other fixed term teaching is being created for people who are completing their theses and are therefore not eligible for these positions?	Other fixed term opportunities are advertised on the UoM Careers webpage