

ADMINISTRATIVE ORGANISATION

Senior management: major areas of responsibility

Avondale College Council

President

Overall responsibility
Vision, strategy, and organisation
Leadership, spiritual life
Human Resources

Vice-President (Administration and Research)

Policies relating to research, research training, quality assurance and other matters under VP(A&R)
Research administration
Research training & research courses
Research course accreditations
Research centres
International Education relating to research students
Coordination of quality assurance & audits
Institutional registration and CRICOS approval
Coordination of institutional information and policies
Equity
Registrar's Office
Library relating to research
Institutional research
Scholarships and prizes
Vocational Education
Compliance
General administration

Vice-President (Learning and Teaching)

Higher Education coursework programs
Academic policies relating to HE coursework programs
Learning & teaching in HE coursework
Flexible learning
Quality assurance of HE coursework programs
Coursework course accreditations
International education relating to HE coursework programs
Academic staffing
Performance review, planning and professional development of academic staff
Library relating to HE coursework
IT services relating to HE coursework
English Language Centre
Information relating to HE coursework

Vice-President (Finance)

Financial Management
Fees policy
Student finance
Land management
Property development
Building and maintenance
Housing
Occupational health & safety
Risk management insurance
Security
IT services
Bookshop
Food services
Management of Trading Departments
Dairy
Stores, deliveries & purchasing
Cleaning services
Student employment

Director of Student Services

Student orientation
Student residences
Residence worship programs
Counselling services
Student health
Sport and Recreation
Student social activities
Student organisations
Student community service
Overseas volunteer service
Student publications
Disability support
International student support
Employment and careers advice
Student behaviour

Director of Advancement

Assist President in strategic planning
Public relations policy and planning
Marketing policy & planning
Fundraising
Alumni relations
Relations with Avondale Foundation, President's Circle and other support groups
Coordination of annual Homecoming
Promotion of Avondale as a conference venue
Coordination of summer programs
Assist President in fostering staff relations and team spirit
Staff retreats