

POSITION DESCRIPTION

Research Fellow

Centre for Health System Reform & Integration

Position Title	Research Fellow		
Division	Centre for Health System Reform & Integration		
Position Purpose	The Research Fellow supports strategic research projects to meet the Centre's objectives and timelines. The position provides project/program support and coordination across a range of integrated care projects to facilitate high quality research development, implementation, monitoring, and publication as a member of the Centre for Health System Reform and Integration. The position provides an ideal opportunity for a higher degree researcher with an interest in the above fields to move towards an independent research career, working closely with an experienced team and established work program.		
Location	Aubigny Place, South Brisbane		
Occupational Category and Level	Level B		
Reporting Relationship	Director Centre for Health System Reform & Integration		
Review Date	January 2020		
Next Review Due	January 2021		
Staff Member	TBC	Signature	Date
Direct Supervisor	Prof Claire Jackson	Signature	Date

1. OVERVIEW

Mater Group

As a Catholic not-for-profit ministry of Mercy Partners, Mater Group is committed to meeting the healthcare needs of our community through an integrated approach to our health education and research services, which is focused on delivering the highest quality care for our patients. For more than a century in Queensland, Mater has been defined by an abiding commitment to meeting the healthcare needs of the community.

Today, our Mission and Mercy Values continue to guide Mater people in making appropriate decisions for a sustainable, socially relevant healthcare service that is genuinely committed to the community it serves. Mater Group comprises Mater Health, Mater Education, Mater Research and Mater Foundation.

Values: *We value care, mercy, dignity, quality and commitment.*

Mater Research (MR)

Mater Research (MR) is a world-class institute that is committed to academic medicine and aims to discover, develop, translate, and commercialise medical research that integrates with relevant areas of excellence within clinical practice. MR discovers ways to prevent and treat conditions affecting babies, children, adolescents and adults, helping them to lead healthy lives.

Our teams conduct outstanding research into:

- common diseases affecting children and adults;
- more effective diagnosis and treatment of disease;
- improving health outcomes for mothers and babies; and
- understanding development from babies through to adolescence and adulthood.

Mater Research Institute – The University of Queensland

Mater Research Institute-UQ (MRI-UQ) is a world class institute committed to academic research and its translation into clinical care for the benefit of all. MRI-UQ is an alliance between Mater Research and UQ, providing strategic and operational benefits to both parties. Mater Research brings to the alliance considerable clinical collaboration opportunities and UQ brings all its expertise as a research, education and teaching institution. MRI-UQ has more than 300 research staff, post graduate students and clinical researchers. There are currently 70 students undertaking a PhD, MPhil or Honours program. The Institute has access to world-class research infrastructure in the state-of-the-art Translational Research Institute (tri.edu.au). MRI-UQ has a strong commitment to career development and mentoring.

Translational Research Institute (TRI)

Focusing on a wide range of health and medical research areas, the Translational Research Institute (TRI) is a joint venture between Mater Research (MR) The University of Queensland Diamantina Institute (UQDI), Queensland University of Technology's Institute of Health and Biomedical Innovation (IHBI), and the Princess Alexandra Hospital's Centres for Health Research. The Translational Research Institute brings these research facilities together with the aim to improve and accelerate the translation of medical research into greater patient care.

2. HOURS

This is a part time appointment. Working hours need to be agreed with one's supervisor.

3. PURPOSE OF POSITION

The Centre for Health System Reform and Integration undertakes research and policy development work in broad health system reform and integration, partnering with key Centre stakeholders to research, inform and train in emerging areas of health care reform internationally.

<http://medicine-program.uq.edu.au/chsri>.

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4. POSITION DESCRIPTION

4.1. Research

- Assisting with the refinement of research protocols, and the development of supporting study materials, ethics applications, and standard research programs.
- Coordinating and managing qualitative and quantitative data collection and analysis in consultation with the research team.
- Conducting literature searches and reviews on relevant research topics, and collecting relevant material from libraries.
- Assisting with the preparation and dissemination of interim and final reports, papers, manuscripts, and conference presentations.
- Other relevant tasks as directed by the research team leader to ensure the successful implementation of the research program.
- Assistance with preparation of associated grant applications to obtain research funding
- Working effectively with the research team and project partners.

4.2 Safety in the Workplace and Human Resources

- Maintain a safe working environment.
- Report any potential hazards to the reporting officer.
- Ensure compliance with Workplace Health and Safety (WHS) Standards.
- Treat all clients with sensitivity and without discrimination.
- Responsible to ensure the annual performance plan is met.
- Anticipate changes in workload of HREC Office and plan accordingly.
- Contribution to a productive team environment, with focus on quality, engagement and delivery of high level services across Mater.
- Demonstrate respect and professional courtesy to work colleagues and customers at all times

4.4 Expression of the Mater Values

- Promote and demonstrate the mission and objectives of MR Limited.
- Promote and demonstrate the philosophy and values of the Sisters of Mercy.
- Demonstrate personal attentiveness, sensitivity and non-judgemental manner when interacting with team members and families.
- Demonstrate values based decision-making and leadership.

5. PRIMARY DELEGATIONS AND ACCOUNTABILITIES

- Demonstrated understanding and commitment to the joint NHMRC/AVCC Statement and Guidelines on Research Practice is required.

- Demonstrated understanding and commitment to the NHMRC National Statement on Ethical Conduct in Research Involving Humans.
- The use of Institute property, equipment and technical support facilities will respect the guidelines established by the Institute.

6. INTELLECTUAL PROPERTY

Mater Research will require the assignment of all rights, in and to all discoveries, and inventions made, developed, or devised while working at or under the guidance of the Mater Research, during the term of the appointment.

7. SELECTION CRITERIA

Qualifications

Essential

- Completion of an Honours or Master's degree in a health-related field (eg public health, allied health, nursing)
- Post-graduate health services research qualifications, or working towards
- Current driver's license

Desirable

- PhD in a health-related field (eg public health, allied health, nursing)

Knowledge and Skills

- Familiarity with quantitative and qualitative research methods used in public health / health services research and evaluation.
- Well-developed communication, negotiation and interpersonal skills with experience in managing complex evaluations and ability to build and maintain effective working relationships with staff at intervention sites.
- High level of oral and written skills with attention paid to accuracy and detail.
- Higher order organisational and project management skills.
- Ability to operate independently and exercise initiative and judgement as appropriate.
- Sound knowledge of the health care context.
- Knowledge and appreciation of the philosophy and values of the Congregation of the Sisters of Mercy and their expression in the delivery of health care.

Experience

Essential

- Demonstrated ability to undertake research including experience in performing health services research.
- Demonstrated experience in the provision of research support and administration, including development of project timelines, collation of data collection instruments and collection of data from research participants.
- Experience in the use of computer packages for word processing, data storage and retrieval, e-mail, spreadsheets and other research management activities.

Desirable

- Evidence of a high level of contribution to research through publication of scholarly papers in the international literature and presentation of scientific work at international meetings.
- Evidence of successful grant tendering.
- Demonstrated experience and skills in all aspects of project management, including change management processes and ability to apply and measure these effectively to implement new and innovative integrated health care delivery models.

Personal Qualities

Essential

- Knowledge and appreciation of the philosophy and values of the Congregation of the Sisters of Mercy and their expression in the delivery of health care.
- Demonstrated ability to interact positively and collaboratively with team members and colleagues across multiple functional areas and to build and maintain productive relationships with those functional areas.
- Express a commitment to the promotion of the philosophy and objectives of Mater Misericordiae Ltd and Mater Research.
- Commitment to the Promotion of the Philosophy and Mission of the Mater Group and goals of the Mater Research Institute. To be thoughtful, considerate and act as a positive role model for others.

8. REVIEW

The position will be subject to mutual review on an annual basis.