

POSITION DESCRIPTION Research Assistant Glycation and Diabetes Group

Position Title		Research Assistant		
Division		Glycation and Diabetes Group		
Position Purpose		The Research Assistant will be allocated research activity relevant to the Glycation and Diabetes Group. This person is expected to show excellence and dedication to develop research expertise through the pursuit of defined projects relevant to the particular field of research. This team's interests are related to sugar modifications, glucose metabolism in cells and the development of diabetes and its complications. This includes medicine development as well as preclinical and clinical research.		
Location		Mater Research, Level 4 TRI		
Occupational Category and Level		Research Professional ADM 5 – ADM 6		
Reporting Relationship		Reports to Josephine Forbes		
Review Date		April 2019		
Next Review Due		April 2020		
Staff Member	TBC		Signature	Date
Direct Prof Josep Supervisor		ephine Forbes	Signature	Date

1. OVERVIEW

Mater Group

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. As Mater's capacity to genuinely and sustainably influence health outcomes has increased, our service model has adapted to incorporate and enhance contemporary practice. Today we recognise that achieving and sustaining our goal to help build a healthy community requires a sincere and consistent approach to integration of three key elements. To that end, our corporate strategy is heavily focused on integration, excellence and continuous improvement across three areas of health service delivery, education and research.

Health: Ongoing provision and expansion of our core healthcare services to build closer connections with our community, to promote wellness and healing.

Education: Organisation-wide integration of teaching and learning, with an inter-professional focus and approach to improve health education and clinical outcomes for all.

Research: Conducting research consistent with, and supportive of, our core healthcare services and partnering to share our research outcomes for the benefit of the community.

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 full-time appointment. Working hours need to be agreed with one's supervisor. As with all scientific institutes, we acknowledge the need for flexibility in working hours in order to undertake the experimental procedures appropriate to individual projects. We are not clock watchers. We all work hard and do what has to be done. It is a give and take system with no actual recording of times. We find this contributes to the overall team effort.

3. PURPOSE OF POSITION

The Research Assistant will be allocated research activity relevant to the Glycation and Diabetes Group. This person is expected to show excellence and dedication to develop research expertise through the pursuit of defined projects relevant to the particular field of research. This team's interests are related to sugar modifications, glucose metabolism in cells and the development of diabetes and its complications. This includes medicine development as well as preclinical and clinical research.

4. POSITION DESCRIPTION

4.1. Technical completion of Research Laboratory Tasks

- Perform routine experimental procedures in one or more areas of work, such as biochemistry, haematology, histology, microbiology or serology.
- Collect tissue and culture samples, stain and prepare slides and perform tests and assays.
- Calibrate and/or operate various laboratory equipment, including microscopes, centrifuges, and cameras and measuring devices.
- Prepare live culture media for the production, perpetuation and testing of microorganisms.
- Perform serological, immunological and immunochemical tests for diagnoses of disease.
- Perform routine preclinical studies approved by the UQ AEC which could include the performance of surgical procedures and administration of drugs.
- Assist in performance of clinical research studies in association with health professionals such as medical practitioners and/or nurses
- Instruct assistants in laboratory procedures and techniques; requisition supplies, specimens and materials.
- Record and consolidate research data.
- Assure compliance with quality and safety programmes.
- Contribution to the production of conference and seminar papers and publications from research.
- Limited administrative functions, primarily concerned with own area of research.
- Attendance at meetings associated with research.

4.2 Planning, data analyses and dissemination

- Keep clear and accurate records of research performed
- Perform library research on specified topics and prepare bibliographies and abstracts according to instructions.
- Prepare materials for reports to be written by faculty grant principals and staff on the research project.
- Contribution to the production of conference and seminar papers and publications from research.
- Limited administrative functions, primarily concerned with own area of research and team.
- Attendance at meetings associated with research.
- Attend relevant training programs and mandatory educational programs, workshops, conference and promotional functions.

4.3 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.

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.
- Ensure that the mission, objectives, philosophy and values stated above are inherent in the delivery of the health care services by collaborating with and supporting other members of the health care team regarding clinical and research practices.
- Demonstrate a strong commitment to the timely delivery of a high quality service to the staff of MR.

5. PRIMARY DELEGATIONS AND ACCOUNTABILITIES

- Demonstrate understanding and commitment to development of the GDC team.
- 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 preclinical research and 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

- Completed Bachelor or Biomedical science or equivalent.
- Honours degree

Knowledge and Skills

Essential

- Experience across in vitro, in vivo and ex vivo models.
- Demonstrated high level interpersonal skills necessary for negotiating and liaising effectively with a diverse range of staff, patients and other stakeholders.
- Knowledge of data management systems.
- Demonstrate high level written and verbal communication skills.
- Possess analytical and problem solving skills.
- Advanced computer skills.
- Ability to work independently and as part of a multidisciplinary team.

Desirable

• Experience working on clinical projects including analyses of tissues and data.

Experience

Essential

- Must have a minimum of 2 years' demonstrable experience in a research laboratory.
- Experience in the use of preclinical in vivo models.
- Flow cytometry experience

Desirable

- An understanding of diabetes.
- Demonstrable experience in molecular biology.
- Demonstrable evidence of Gene silencing techniques in cells.
- Demonstrable evidence in use of advanced microscopy of both cells and tissue.

Personal Qualities

Essential

- Excellent communication skill set.
- Demonstrated high level interpersonal skills in order to negotiate and liaise effectively with a diverse range of staff and other stakeholders.
- Demonstrated high level organisational skills including the ability to prioritise work demands meet deadlines and balance competing tasks.
- 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.