Department of Medicine, St Vincent's Hospital
Melbourne Medical School
Faculty of Medicine, Dentistry and Health Sciences

Research Fellow, Palliative Medicine

POSITION NO: 0048936
CLASSIFICATION: Level A
WORKFOCUS CATEGORY: Research Focused
SALARY: $75,289 – 102,163 p.a.
SUPERANNUATION: Employer contribution of 17%
WORKING HOURS: Full time
BASIS OF EMPLOYMENT: Fixed Term for 12 months

OTHER BENEFITS: http://about.unimelb.edu.au/careers/working/benefits

HOW TO APPLY: Online applications are preferred. Go to http://about.unimelb.edu.au/careers, select the relevant option (‘Current Staff’ or ‘Prospective Staff’), then find the position by title or number.

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Please do not send your application to this contact

For information about working for the University of Melbourne, visit our website: about.unimelb.edu.au/careers
Position Summary

Located at St Vincent's Hospital in the Department of Medicine, Faculty of Medicine, Dentistry and Health Sciences, the appointee to this position will be primarily responsible for the coordination and management of a large scale clinical study funded by the Medical Research Futures Fund, entitled The Care Plus study: a multi-site implementation of early palliative care to reduce variation and improve health outcomes for people with cancer.

Poor quality of care and unnecessary suffering is experienced by thousands of Australians annually. Early palliative care is a high value proposition – improving health outcomes for patients with cancer, AND at lower cost. Yet palliative care is not available to the majority of patients. This multi-site implementation study currently underway, involves a comprehensive, mixed method, staged approach to the delivery of timely access to palliative care. The study is being conducted across 3 sites in Australia. The Research Fellow will be responsible for overseeing and coordinating all aspects of the implementation including staff preparation, engagement, supervising data gathering and analysis and liaising with investigators and stakeholders.

Our vision is to reduce care variation & suffering, and ensure high quality care is assured for all people with advanced cancer. We are seeking a study coordinator with a passion for advancing equity of access to care for people with serious illness.

The position reports to the Chair of Palliative Medicine, Principal Investigator of the study.

We invest in developing the careers and wellbeing of our students and staff and expect all our leaders to live our values of:

- Collaboration and teamwork
- Compassion
- Respect
- Integrity
- Accountability

1. Key Responsibilities

1.1 Teaching and Learning

- Provide leadership in study conduct, ethics and governance processes and implementation processes at all sites
- Support relationships with clinical sites, investigators, consumers and community groups
- Supervise collection and analysis of relevant data from study participants through the course of all stages of the study.
- Educate and support other study staff and health care staff regarding protocol implementation
- Ensure that document preparation and storage meets the standards and compliance obligations for clinical research and reporting agencies.
- In consultation with the Principal Investigator (PI), and other senior study staff, ensure study milestones are met according to the agreed timeframes set in the funding agreement
- Facilitate and coordinate the site meetings, Investigator Meetings and Community Advisory Group Meetings.
Assist the PI and health teams with processes for identification, monitoring of suitable participants.

Development of implementation package, and dissemination/communication procedures

Ensure accurate collection, documentation, storage and archiving of data according to clinical trials protocols and the TGA guidelines.

Support site research assistants to organise participant study visits according to protocol.

Obtain histories from Health Information Services and other health professionals as required.

Report adverse (AE) and Serious Adverse Events (SAE) as per protocol requirement.

Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as detailed in section 4.

Participate in research independently and as a member of a research team

The production of conference and seminar papers and publications and presentations at conferences and seminars where appropriate

Supervision or co-supervision of major honours or postgraduate research projects within research area, (subject to completion of a PhD)

Contribute to publications arising from scholarship and research, such as publication of books and in peer reviewed journals

Occasional contributions to teaching within research field

1.2 STAFF SUPERVISION

Actively participate at School and/or Faculty meetings and with guidance, contribute to planning activities or committee work to support capacity-building in the School/discipline.

Identification of sources of funding to support individual or collaborative projects, relating to teaching, research and engagement practice in the discipline

Effective mentorship and training of research support staff and students where required

Participate in community and professional activities related to the relevant disciplinary area

Effective demonstration and promotion of University values including diversity and inclusion and high standards of ethics and integrity

Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 5

2. Selection Criteria

2.1 ESSENTIAL

PhD or equivalent or substantial progress towards PhD/equivalent in relevant area

Strong evidence of ability to effectively work with, supervise and manage teams

Highly developed interpersonal and verbal communication skills with the ability to liaise and work effectively with a range of people across all levels of the organisation.

Excellent written communication skills
Demonstrated ability to apply research methodologies and quantitative/qualitative data analysis

High level problem solving skills with the ability to exercise judgement and initiative, while maintaining commitment to achieving outcomes

2.2 DESIRABLE

- Ability to identify and contribute to research
- Experience in the supervision or co-supervision and mentoring of honours and postgraduate students and other staff (PhD contingent)
- Experience working with people suffering chronic disease, or cancer

2.3 SPECIAL REQUIREMENTS

- There may be the need for occasional interstate travel

3. Equal Opportunity, Diversity and Inclusion

The University is an equal opportunity employer and is committed to providing a workplace free from all forms of unlawful discrimination, harassment, bullying, vilification and victimisation. The University makes decisions on employment, promotion and reward on the basis of merit.

The University is committed to all aspects of equal opportunity, diversity and inclusion in the workplace and to providing all staff, students, contractors, honorary appointees, volunteers and visitors with a safe, respectful and rewarding environment free from all forms of unlawful discrimination, harassment, vilification and victimisation. This commitment is set out in the University’s People Strategy 2015-2020 and policies that address diversity and inclusion, equal employment opportunity, discrimination, sexual harassment, bullying and appropriate workplace behaviour. All staff are required to comply with all University policies.

The University values diversity because we recognise that the differences in our people’s age, race, ethnicity, culture, gender, nationality, sexual orientation, physical ability and background bring richness to our work environment. Consequently, the People Strategy sets out the strategic aim to drive diversity and inclusion across the University to create an environment where the compounding benefits of a diverse workforce are recognised as vital in our continuous desire to strive for excellence and reach the targets of Growing Esteem.

4. Occupational Health and Safety (OHS)

All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct.

OHS responsibilities applicable to positions are published at:

http://safety.unimelb.edu.au/topics/responsibilities/
These include general staff responsibilities and those additional responsibilities that apply for Managers and Supervisors and other Personnel.

5. Other Information

5.1 DEPARTMENT OF MEDICINE, ST VINCENT’S HOSPITAL

www.medicine.unimelb.edu.au/medicine

The Department of Medicine is a large and diverse department in the Melbourne Medical School that undertakes research, postgraduate and undergraduate teaching within the University of Melbourne teaching hospitals. The Department of Medicine, St Vincent’s Hospital is a large, research-active node of the Department. Research at the Department of Medicine, SVH encompasses basic, clinical and applied research in a range of areas.

The ultimate goal of our research is to improve the treatment of human disease. Driven by clinical questions, our work covers aspects of the basic mechanisms of biology and physiology, clinical and community-based epidemiology, and clinical trials for new therapies and devices. We have outstanding academic and professional staff, highly proficient in a diverse range of clinical, research, teaching and administrative skills.

5.2 MELBOURNE MEDICAL SCHOOL

http://www.medicine.unimelb.edu.au/

Established in 1862, Melbourne Medical School (MMS) in the Faculty of Medicine, Dentistry and Health Sciences at The University of Melbourne is the oldest medical school in Australia. It is internationally renowned for global leadership in teaching and training, health research, policy and practice. The School is ranked 14th in the world (Times Higher Education World University Rankings 2020 for clinical, pre-clinical and health), has strong academic partnerships and ground-breaking collaborative research programs with leading public and private hospitals, as well as leading medical research institutes and centres in Australia and internationally.

MMS is committed to working with the communities we serve to improve health and advance health care. We will do this through our teaching, learning, research, clinical care and advocacy.

With thirteen clinical departments (Baker Department of Cardiometabolic Health, Clinical Pathology, Critical Care, General Practice, Medical Education, Infectious Diseases, Medicine, Obstetrics and Gynaecology, Paediatrics, Psychiatry, Radiology, Rural Health and Surgery) the MMS has more than 900 academic and professional staff members at our Parkville campus or embedded within health services throughout metropolitan Melbourne and rural Victoria. MMS staff are privileged to work alongside more than 2400 honorary appointees from the health sector who tirelessly contribute their time, knowledge and clinical expertise to the education of our students. The School has partnerships and research collaborations across the 30 partner organisations in the vibrant Melbourne Biomedical Precinct, as well as national and international partnerships.

MMS delivers a suite of health-related graduate programs including the Doctor of Medicine (MD), the School’s flagship program. It was the first Masters level entry-to-practice medicine qualification developed in Australia, setting a new benchmark in medical education.

MMS is committed to improving community wellbeing through the discovery and application of new knowledge. With annual research income of $95 million, the School’s research effort is highly collaborative, spanning basic and translational research. MMS has over 500 higher degree by research candidates.
School staff members also lead and participate in public debate and advocacy around key health issues and policy based on the MMS values of commitment, integrity, compassion, respect and service.

Under the leadership of Professor John Prins, MMS is undertaking exciting new developments, including a major review of the MD curriculum, an emphasis on the clinician-scientist career trajectory (in partnership with affiliated hospitals, medical research institutes and foundations), and a reinvigorated focus on clinically relevant research.

Commencing in 2022, the MD redesign will allow students to build their own unique medical degree. Practical time in clinics and research options will start in the first year. The core units will be available online, allowing flexibility. And discovery subjects will offer a chance to explore a wide range of topics or deep dive into a future specialty including the choice to learn extra skills and even take part in a joint degree.

These initiatives are being enhanced by a number of recruitment opportunities (through retirements, resignations and recent funding acquisitions) for a range of leadership positions across the School. These positions present a wonderful opportunity for appointees to help drive the strategy, growth and continued excellence of Australia’s leading medical school.

5.3 FACULTY OF MEDICINE, DENTISTRY & HEALTH SCIENCES

The Faculty of Medicine, Dentistry & Health Sciences has an enviable research record and is the University of Melbourne’s largest faculty in terms of management of financial resources, employment of academic and professional staff, teaching of undergraduate and postgraduate (including research higher degree) students and the conduct of basic and applied research. The Faculty’s annual revenue is $630m with approximately 55% of this income related to research activities.

The Faculty has a student teaching load in excess of 8,500 equivalent full-time students including more than 1,300 research higher degree students. The Faculty has approximately 2,195 staff comprising 642 professional staff and 1,553 research and teaching staff.

The Faculty has appointed Australia’s first Associate Dean (Indigenous Development) to lead the development and implementation of the Faculty’s Reconciliation Action Plan (RAP), which will be aligned with the broader University – wide plan. To enable the Faculty to improve its Indigenous expertise knowledge base, the Faculty’s RAP will address Indigenous employment, Indigenous student recruitment and retention, Indigenous cultural recognition and building partnerships with the Indigenous community as key areas of development.

5.4 THE UNIVERSITY OF MELBOURNE

Established in 1853, the University of Melbourne is a leading international university with a tradition of excellence in teaching and research. The main campus in Parkville is recognised as the hub of Australia’s premier knowledge precinct comprising eight hospitals, many leading research institutes and a wide-range of knowledge-based industries. With outstanding performance in international rankings, the University is at the forefront of higher education in the Asia-Pacific region and the world.

The University employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.
Further information about working at The University of Melbourne is available at http://about.unimelb.edu.au/careers.

5.5 ADVANCING MELBOURNE

The University’s strategic direction is grounded in its purpose. While its expression may change, our purpose is enduring: to benefit society through the transformative impact of education and research. Together, the vision and purpose inform the focus and scale of our aspirations for the coming decade.

Advancing Melbourne reflects the University’s commitment to its people, its place, and its partners. Our aspiration for 2030 is to be known as a world-leading and globally connected Australian university, with our students at the heart of everything we do.

We will offer students a distinctive and outstanding education and experience, preparing them for success as leaders, change agents and global citizens.

We will be recognised locally and globally for our leadership on matters of national and global importance, through outstanding research and scholarship and a commitment to collaboration.

We will be empowered by our sense of place and connections with communities. We will take opportunities to advance both the University and the City of Melbourne in close collaboration and synergy.

We will deliver this through building a brilliant, diverse and vibrant University community, with strong connections to those we serve.

The means for achieving these goals include the development of the University of Melbourne’s academic and professional staff and the capabilities needed to support a modern, world-class university. Those means require a commitment to ongoing financial sustainability and an ambitious infrastructure program which will reshape the campus and our contribution to the communities we engage with. This strategy, and the priorities proposed, is centred around five intersecting themes: place, community, education, discovery and global.

5.6 GOVERNANCE

The Vice Chancellor is the Chief Executive Officer of the University and responsible to Council for the good management of the University.

Comprehensive information about the University of Melbourne and its governance structure is available at http://www.unimelb.edu.au/governance