

POSITION DESCRIPTION

Department of Optometry and Vision Sciences
Faculty of Medicine, Dentistry and Health Sciences

Research Optometrist/Orthoptist – Ocular Genetics

POSITION NO	0065684
CLASSIFICATION	Academic Research Focussed, Level A
SALARY	\$83,468 - \$113,262 per annum (pro rata for part-time)
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Part-time (0.6 FTE)
BASIS OF EMPLOYMENT	Fixed term for 2 years
OTHER BENEFITS	https://about.unimelb.edu.au/careers/staff-benefits
HOW TO APPLY	Online applications are preferred. Go to http://about.unimelb.edu.au/careers , select the relevant option ('Current Opportunities' or 'Jobs available to current staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Dr Ceecee Britten-Jones Tel 03 8344 5980 Email ac.brittenjones@unimelb.edu.au <i>Please do not send your application to this contact</i>

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

Acknowledgement of Country

The University of Melbourne acknowledges the Traditional Owners of the unceded land on which we work, learn and live: the Wurundjeri Woi Wurrung and Bunurong peoples (Burnley, Fishermans Bend, Parkville, Southbank and Werribee campuses), the Yorta Yorta Nation (Dookie and Shepparton campuses), and the Dja Dja Wurrung people (Creswick campus).

The University also acknowledges and is grateful to the Traditional Owners, Elders and Knowledge Holders of all Indigenous nations and clans who have been instrumental in our reconciliation journey.

We recognise the unique place held by Aboriginal and Torres Strait Islander peoples as the original owners and custodians of the lands and waterways across the Australian continent, with histories of continuous connection dating back more than 60,000 years. We also acknowledge their enduring cultural practices of caring for Country.

We pay respect to Elders past, present and future, and acknowledge the importance of Indigenous knowledge in the Academy. As a community of researchers, teachers, professional staff and students we are privileged to work and learn every day with Indigenous colleagues and partners.

Position Summary

The research optometrist or orthoptist will play a key role in supporting a large clinical project investigating genetic changes associated with inherited retinal diseases (IRDs). This project aims to identify novel genetic changes linked to retinal diseases and contribute to the development of innovative diagnostic tools and treatments for IRDs, while enhancing clinical processes for diagnosing genetic eye conditions.

This position is located within the Department of Optometry and Vision Sciences at the University of Melbourne. The appointee will work as part of an interdisciplinary team. Our team has strong collaborations within the University and the Centre for Eye Research Australia, as well as interstate and internationally. Our team's Flagship project is the Victorian Evolution of IRDs Natural History Registry (VENTURE) study, which is recruiting people for research studies and to be notified of future clinical trial opportunities, such as retinal gene therapy. More information on the VENTURE study can be found here:

<https://www.cera.org.au/research/venture-study>.

The research optometrist/orthoptist will work with a multidisciplinary team to assist in the collection and management of clinical data (including retinal imaging, visual function tests, and questionnaires), coordinate participant recruitment and research appointments, and assist in the collection of biological samples for genetic testing (blood or saliva).

The appointee will collaborate closely with our clinical research teams at both the University of Melbourne and the Centre for Eye Research Australia to contribute to research aimed at improving the understanding of genetic changes associated with IRDs. The appointee will report to Dr Ceecee Britten-Jones (Co-Principal Investigator). The appointee will work collaboratively with the team and under the supervision of senior researchers, contributing to specific aspects of the project under guidance.

1. Key Responsibilities

1.1 CLINICAL DATA COLLECTION

- ▶ Assist with the identification and recruitment of participants, including liaison with other researchers and referring clinicians (geneticists, ophthalmologists, optometrists etc), and regularly engaging with clinicians, patient support groups, and research participants
- ▶ Perform participant research assessments, including subjective refraction, visual acuity, clinical ocular examination, perimetry, optical coherence tomography (OCT) and other retinal imaging, and assist in the collection of biological samples (e.g., blood or saliva) for genetic testing
- ▶ Schedule participant research assessments, and managing and reporting on project timelines
- ▶ Assist in the collection and management of clinical data in compliance with research protocols, including the timely data entry, monitoring data quality, and ensuring security and confidentiality

1.2 PROJECT ADMINISTRATION/COORDINATION

- ▶ Collaborate and communicate effectively with the Principal Investigator, VENTURE team members, researchers, and participants to ensure the smooth progress of the research project as a part of the collaborative team
- ▶ Offer administrative and research support, including ethics and other ocular genetics-related research projects, overseeing project timelines, and delivering data reports to team members and external stakeholders as required
- ▶ Contribution and attendance at various meetings with research members and collaborators.
- ▶ Contribute to troubleshooting and developing various aspects of the ocular genetics projects

2. Selection Criteria

2.1 ESSENTIAL

- ▶ A tertiary qualification in Optometry or Orthoptics and rights to practice in Australia (early career or experienced clinicians with an interest in research are encouraged to apply)
- ▶ Clinical eye care experience and demonstrated ability to learn new techniques and procedures
- ▶ High level of organisation and time management
- ▶ Excellent attention to detail and ability to adhere to written guidelines and study protocols
- ▶ Strong interpersonal skills, a demonstrated ability to work both independently and collaboratively within a multidisciplinary team, and to interact positively and cooperatively
- ▶ Excellent communication skills

- ▶ Highly developed time management and organisational skills, including demonstrated experience in coordinating clinical workflows, prioritising tasks, meeting deadlines and effectively balancing competing demands
- ▶ Strong computer literacy, including competence with Microsoft office applications

2.2 DESIRABLE

- ▶ Experience with coordinating research and/or project management
- ▶ Familiarity with basic genetics or genomic concepts, or with inherited retinal diseases
- ▶ Familiarity with clinical research, clinical trials, and research guidelines and regulations
- ▶ Familiarity with different types of ocular imaging platforms, including Heidelberg Spectralis optical coherence tomography
- ▶ An understanding of clinical research processes, regulations and ethical guidelines (e.g., ICH-GCP)
- ▶ Current Good Clinical Practice (GCP) certification
- ▶ Experience with research data collection, management, and analysis, in particular undertaking clinical research involving the recruitment and assessment of human participants

2.3 OTHER JOB-RELATED INFORMATION

To be eligible for this position you must be an Australian or New Zealand citizen, permanent resident or hold a valid work permit or visa

Occasional work out of ordinary hours, travel, etc

This position requires the incumbent hold a current and valid Working with Children Check. The University of Melbourne is dedicated to safeguarding the welfare of all community members, especially those most vulnerable. As part of our commitment to child safety and in line with the Victorian Child Safe Standards, this position will be required to hold a valid Employee WWCC, regardless of where in the University an employee may work or what work they do.

You will be required to consent to a police check (as our research team has an office location within a public hospital, in addition to the University of Melbourne Parkville campus). Please note that people with criminal records are not automatically prevented from applying for the position and each application will be considered on its merits.

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 Advancing Melbourne strategy that addresses 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 Advancing Melbourne.

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:

<https://safety.unimelb.edu.au/people/community/responsibilities-of-personnel>

These include general staff responsibilities and those additional responsibilities that apply for Managers and Supervisors and other Personnel.

5. Other Information

5.1 ORGANISATION UNIT

<https://healthsciences.unimelb.edu.au/departments/optometry-and-vision-sciences>

The Department of Optometry and Vision Sciences educates future optometrists, performs internationally recognised vision science research, and contributes widely to the advancement of optometry as an essential health care discipline.

5.2 BUDGET DIVISION

<https://mdhs.unimelb.edu.au/#about>

The Faculty of Medicine, Dentistry and Health Sciences is an extremely diverse faculty comprised of six schools, and a number of departments and centres. Our Faculty is renowned for global leadership in health research, policy and practice.

5.3 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>

5.4 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, place, and 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, 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 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 that will reshape the campus and our contribution to the communities we engage with. This strategy and the priorities proposed are centred around five intersecting themes: place, community, education, discovery and global.

5.5 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 <https://about.unimelb.edu.au/strategy/governance>