



POSITION DESCRIPTION

Department of General Practice
Melbourne School of Medicine
Faculty of Medicine, Dentistry and Health Sciences

Research Fellow - Safer Families Centre

POSITION NO	0053074
CLASSIFICATION	Level B
SALARY	\$ 107,547 - \$ 127,707 pro-rata
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Part-time (0.6 FTE)
BASIS OF EMPLOYMENT	Fixed term for two 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	Kelsey Hegarty Phone: 03 8344 4992 Email: k.hegarty@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

Position Summary

The Safer Families Centre is based in the Department of General Practice at The University of Melbourne located within the Melbourne Medical School. The Centre is a national and international collaboration leading sustainable change in the health sector to facilitate early engagement with families about domestic and family violence (DFV). The Centre undertakes research, develops and implements practical training and tools to equip health practitioners to understand how to work with all members of the family to identify and respond to DFV. You will be working with a multidisciplinary team of researchers who are internationally recognised for their work in domestic violence, mental health, primary care, psychology, and health services research.

This is a rare opportunity for experienced researchers interested in e-health and/or family violence research to work on a National Health and Medical Research funded programme for 3 years. The research fellow will work primarily on one of the major projects of the Program commencing in 2021. The focus of the project called BETTER MAN is on developing and evaluating a web-based healthy relationship tool for men using domestic violence (DV) in Australia. The project is largely based in the Metropolitan area of Melbourne. The successful applicant will work on the highly innovative project BETTER MAN which will significantly advance the knowledge base in two areas: first, improving resources for men using family violence; and secondly, in the field of developing and delivering social interventions via the web. The University of Melbourne is the lead organisation with essential partner collaboration from No To Violence.

We are seeking to appoint a research fellow to project manage and coordinate the research associated with the study. The role will include day to day project management and being responsible for ensuring major deadlines and milestones are met. You will have some experience of supervising research assistants and students with support of the Chief Investigator academics. You will also be required to lead academic input into the ethics applications, ensuring data collection tools are piloted and prepared ready for use, and be responsible for contributing to academic outputs such as publications and conference presentations.

Your first tasks will involve undertaking survey development and piloting the outcomes, recruitment of participants online and developing data bases for tracking and outcomes. Teamwork will also involve co-ordination of administrative tasks such as chief investigator monthly meetings, governance/advisory group meetings and further communication requirements of the funding bodies (quarterly meetings, an annual seminar series and progress reports).

You will also be required to participate in the academic life of the Department and contribute to administration and teaching activities associated with research and the Safer Families program. The position will also include working across other research projects relating to domestic and family violence within Safer Families Centre. This may involve interviews, surveys, recruitment of research participants and assisting with publications and presentations.

This position is an opportunity for a postdoctoral fellow from a health sciences, public health, technology or sociology background, who would like to enhance their research experience in abuse and violence, perpetrators, technology and wellbeing. The applicant will need to be enthusiastic, organised and reliable with meticulous attention to detail and a commitment to achieving the highest quality in their work. They will need to have teamwork skills and also the initiative to be able to work individually. They will need to have demonstrated academic ability with a track record of research and research publications.

You will report directly to the Principal Investigator, Professor Kelsey Hegarty and liaise closely with the investigating team and governance/advisory group for the project.

1. Key Responsibilities

1.1 RESEARCH AND RESEARCH TRAINING

- Participate in research independently and as a member of a research team
- Manage the BETTER MAN project, including developing surveys, managing recruitment and follow up, conduct interviews and analysis.
- Produce quality conference presentations and brief paper reports for policy makers
- Produce publications arising from scholarship and research
- Apply to sources of funding to support individual or collaborative projects, relating to research and engagement practice in the discipline

1.2 LEADERSHIP AND SERVICE

- Actively participate in the academic life of the Department and the Safer Families Centre and contribute to administration and teaching activities associated with research and the SAFE program.
- Participate in community and professional activities including attendance and presentations at conferences and seminars
- Positive engagement in learning and career development of self and others
- 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 in a social science, health related discipline (eg, psychology, nursing, science) or technology area with research experience in a relevant field.
- Experience in use of or research involving technology or high-level understanding of technology and its potential to be adapted for use in health interventions
- Demonstrated research project management or coordination of large research projects involving multiple stakeholders and advanced research support.
- Knowledge of quantitative and qualitative research design and experience applying analytical and problem-solving skills including the ability to consolidate data effectively with attention to research methodology details.
- Experience establishing data management systems, quality control of data and monitoring the collection of a large set of data.
- Demonstrated capacity to supervise research staff and students, data collection processes including planning analyses associated with the study and contributions to publications.
- Previous experience in writing ethics applications for research projects and contributing to peer reviewed publications, literature reviews, formal progress reports and grant applications.

- Proficient in the use of Microsoft Office, a reference managing package such as Endnote and knowledge of statistical programs such as STATA and SPSS.
- Excellent time management skills including effective workload management with the ability to work independently with broad direction and to exercise initiative.
- Demonstrate excellent oral and written communication and interpersonal skills as evidenced through research publications and conference presentations and the ability to work in a team and engagement of internal and external stakeholders.

2.2 DESIRABLE

- Background in health psychology/clinical psychology/social work/ behaviour change with demonstrable experience of operationalising theory in practice.
- Experience of working with research participants directly, including people experiencing or using family violence and a demonstrated passion for improving the recovery outcomes for women and their children.
- Knowledge and experience in primary care research, intervention research and psychosocial recovery.

3. Job Complexity, Skills, Knowledge

3.1 LEVEL OF SUPERVISION / INDEPENDENCE

The incumbent receives broad direction from the Director of Safer Families Centre but is expected to work with a high level of autonomy and independence in day to day decision making. The incumbent will be expected to plan, organise and schedule work independently to ensure that deadlines and agreed outcomes are met, and be able to make informed decisions only referring complex matters to their supervisor.

3.2 PROBLEM SOLVING AND JUDGEMENT

Significant level of judgement and problem-solving skills are required, as the incumbent will work autonomously on a number of tasks, prioritising work and arranging work patterns to meet demands.

3.3 PROFESSIONAL AND ORGANISATIONAL KNOWLEDGE

The Research Fellow is required to have or develop professional and organisational knowledge of the family violence and health care system, particularly general practices. The incumbent is also expected to contribute as a team member to strategic planning processes.

The incumbent must comply with relevant Faculty and University policy and procedures.

3.4 RESOURCE MANAGEMENT

The incumbent will be required to have excellent time management skills and the ability to prioritise tasks to achieve required outcomes.

3.5 BREADTH OF THE POSITION

The position will work within the Department of General Practice. The role will be required to liaise with a range of stakeholders including other staff involved in research as well as external services.

The incumbent will need to be comfortable coordinating online meetings and events.

4. 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.

5. 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.

6. Other Information

6.1 SAFER FAMILIES CENTRE

www.saferfamilies.org.au

The NHMRC Centre of Research Excellence to promote Safer Families (Safer Families Centre) leads research into the health effects of domestic and family violence and how to transform the health sector to effectively respond.

The Safer Families Centre sits across several universities with the Principal Investigator/Lead Co-Director of the Centre located at the University of Melbourne within the Department of General Practice. The Safer Families team brings together a diverse

team of investigators, program scholars and numerous associates internationally with expertise in a range of health, clinical and social sciences. Please read more about our Centre at www.saferfamilies.org.au

6.2 DEPARTMENT OF GENERAL PRACTICE

www.gp.unimelb.edu.au

The Department of General Practice originated as a unit within the Department of Community Medicine in 1977. It was established as a separate department within the School of Medicine in 2001 and established the Primary Care Research Unit (PCRU) as a centre of excellence in primary care research, research training and knowledge exchange in 2006. The Department has 55 (full time equivalent) staff supported by an operating budget of \$7 million and research income of approximately \$7.1 million annually.

With an increased profile within the Melbourne Medical School, the Department has utilised its growing network of general practitioners (GPs) and primary health care providers in the community to ensure that University of Melbourne medical students are provided with quality community-based medical education. The Department delivers postgraduate training for primary care nurses, and research training for medical, honours, masters (3) and PhD students (28). For more than 20 years, the Department has run a very successful General Practice academic registrar program.

The Department has a successful Primary Care Research Unit (PCRU), including a Clinical Trials Unit with a practice-based research and education network (VicREN), which comprises our community-based general practices and other primary care providers who contribute to and drive teaching and research. A proportion of our VicREN members are a part of our PATRON Community of Practice, where de-identified electronic practice data are stored to drive impactful research to advance primary care policy and practice. Our cross-cutting research themes include clinical data analytics, implementation science and health services research. Central to our work is understanding the patient and practitioner experience and through co-production methodologies involving them in identifying the challenges, and designing and testing solutions. Using clinical data analytics, we explore patient pathways through health care and describe the epidemiology of health and disease in primary care. With a focus on primary care innovation, we develop, test and implement simple and complex interventions including digital technologies, such as a range of risk stratification and point-of-care decision making tools. The Department also has successful research programs in specialised areas in Cancer; Children and Young People's Health; Diabetes and Cardio-Metabolic Conditions; Mental Health; and Abuse and Violence.

6.3 MELBOURNE MEDICAL SCHOOL

<http://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.

6.4 FACULTY OF MEDICINE, DENTISTRY AND HEALTH SCIENCES

www.mdhs.unimelb.edu.au

The Faculty of Medicine, Dentistry and 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.

6.5 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>.

6.6 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.

6.7 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>