



## POSITION DESCRIPTION

Melbourne Social Equity Institute  
Melbourne Law School

### Research Fellow / Senior Research Fellow

<b>POSITION NO</b>	0057183
<b>CLASSIFICATION</b>	Academic Level B / C
<b>SALARY</b>	Pro rata – Level B: \$110,236.00 p.a. / Level C: \$135,032 p.a.
<b>SUPERANNUATION</b>	Employer contribution of 17%
<b>WORKING HOURS</b>	Full-time / part-time (Minimum 0.6 FTE)
<b>BASIS OF EMPLOYMENT</b>	Fixed Term for 2 years
<b>OTHER BENEFITS</b>	<a href="https://about.unimelb.edu.au/careers/staff-benefits">https://about.unimelb.edu.au/careers/staff-benefits</a>
<b>HOW TO APPLY</b>	Online applications are preferred. Go to <a href="http://about.unimelb.edu.au/careers">http://about.unimelb.edu.au/careers</a> , select the relevant option ('Current Opportunities' or 'Jobs available to current staff'), then find the position by title or number.
<b>CONTACT FOR ENQUIRIES ONLY</b>	Professor Jo Barraket Email <a href="mailto:Jo.Barraket@unimelb.edu.au">Jo.Barraket@unimelb.edu.au</a> <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](http://about.unimelb.edu.au/careers)

## ***1. Acknowledgement of Country***

The University of Melbourne would like to acknowledge and pay respect to the Traditional Owners of the lands upon which our campuses are situated, the Wurundjeri and Boon Wurrung peoples, the Yorta Yorta Nation, the Dja Dja Wuurang people. We acknowledge that the land on which we meet and learn was the place of age-old ceremonies, of celebration, initiation and renewal, and that the local Aboriginal peoples have had and continue to have a unique role in the life of these lands.

## ***2. Position Summary***

Melbourne Social Equity Institute (MSEI) is an interdisciplinary research institute which specializes in community-engaged and coproductive research for fairer societies. Among other activities, MSEI conducts research in partnership with philanthropy, government and not for profit organisations. The Research Fellow/Senior Research Fellow will work with the MSEI Director Professor Jo Barraket and other members of staff at the University of Melbourne and with our partner organisations to deliver our contributions to these initiatives, and to support strategic priorities of MSEI. Current and upcoming projects into which the position will work include: co-development of an online platform that helps social enterprises manage, evaluate, and report on their operations and impacts, and generates aggregated insights about social enterprises in Victoria; good practice approaches to place-based indicators of wellbeing; and developing resources to support learning about community-engaged and coproductive research methods.

The Research Fellow/Senior Research Fellow will be required to work independently and proactively across organisational boundaries, delivering applied research outcomes within fixed periods according to contract and grant requirements. The position will also contribute to or lead academic outputs arising from these projects with other members of the Institute. They will be supported in their work and professional development by the collegial and collaborative work environment of MSEI.

## ***3. Selection Criteria***

### **3.1 ESSENTIAL (LEVEL B)**

- ▶ A PhD in a relevant analytical discipline, including sociology, management, policy studies or evaluation science
- ▶ Demonstrated knowledge of contemporary debates and methods in evaluation and/or wellbeing measurement of social purpose organisations, programs, or communities
- ▶ Demonstrated experience in conducting applied social research or evaluation projects
- ▶ Knowledge of participatory and/or co-productive methods in the design and delivery of applied research or community initiatives
- ▶ Excellent communication skills, including demonstrated experience in devising written and/or online communication for diverse audiences
- ▶ A track record of academic and/or applied publication relative to opportunity
- ▶ Excellent interpersonal skills, including the ability to work within small teams and across organisational boundaries with a variety of project stakeholders

## ESSENTIAL (LEVEL C)

- ▶ A PhD in a relevant analytical discipline, including sociology, management, policy studies or evaluation science
- ▶ Demonstrated knowledge of contemporary debates and methods in evaluation and/or wellbeing measurement of social purpose organisations, programs, or communities
- ▶ Demonstrated experience in successfully leading or managing applied social research or evaluation projects
- ▶ Demonstrated experience in using participatory and/or co-productive methods in the design and delivery of research or community initiatives
- ▶ Outstanding communication skills, including demonstrated excellence in translating scholarly knowledge into outputs that meet the needs of diverse audiences
- ▶ Excellent interpersonal skills, including the ability to work within small teams and across organisational boundaries with a variety of project stakeholders
- ▶ Excellent project management skills and experience in delivering agreed outputs within contractual timelines and budgets
- ▶ A strong track record of academic and/or applied publication relative to opportunity

### 3.2 DESIRABLE (LEVEL B)

- ▶ Demonstrated knowledge of and interest in social enterprise and/or community wellbeing

### DESIRABLE (LEVEL C)

- ▶ Demonstrated knowledge of and interest in social enterprise and/or community wellbeing
- ▶ Experience in devising training resources for online adult learners.

## 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 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.

## **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 ORGANISATION UNIT**

The [Melbourne Social Equity Institute](#) is committed to achieving fairer societies through research that makes a difference.

We conduct and facilitate interdisciplinary research that addresses the causes and consequences of social inequities and advances knowledge about effective ways to respond.

We are leaders in community-engaged and co-productive research for social change. Our work contributes to changing public policy and perceptions, as well as improving social and organisational practices. Our approach creates opportunities for researchers, community organisations and people with lived expertise to develop their skills in working together.

### **6.2 BUDGET DIVISION**

The [Melbourne Law School](#) is Australia's first all-graduate law faculty. Melbourne Law School was the first faculty in Australia to teach law and awarded this country's first law degrees.

The Law School is now fully graduate with its Juris Doctor for admission to practice recognised as a high-level qualification in Australia and beyond. Coupled with the unrivalled excellence of the Melbourne Law Masters and its excellent Research Higher Degree programs, the Law School offers a unique opportunity for the integration of scholarship and teaching. Its faculty is a vibrant community of creative scholars, committed to a highly collegial, research-intensive institutional life. The Law School has particular strengths in comparative analysis. It aims to integrate teaching with research and engagement activities and to engage with local, national and global communities.

The Law School is a single department faculty located in a custom designed building in University Square. The Law School has approximately 2,200 graduate students (including JD, Melbourne Law Masters and Research High Degrees).

The international reputation of the School is closely linked to the range and quality of its research programs. The School has several research Institutes, Centres, Networks and Groups which provide a focus for scholarly interaction.

## 6.3 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>

## 6.4 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, 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.

## 6.5 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>