

POSITION DESCRIPTION



Melbourne Institute: Applied Economic & Social Research
Faculty of Business and Economics

Clinical Research Technician (Ballarat)

CLASSIFICATION	Level A.6 – B.2
SALARY	\$68.57- \$80.38 per hour
SUPERANNUATION	Employer contribution of 11.5%
WORKING HOURS	Approximately 200 hours per year for up to two years
BASIS OF EMPLOYMENT	Casual
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	Associate Professor Yi-Ping Tseng Tel +61 3 8344 2132 Email y.tseng@unimelb.edu.au <i>Please do not send your application to this contact</i>

Commented [YT1]: This may need to be updated if they can send application directly to me.

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 incumbent will be working on the Intensive Early Childhood Education and Care Research Project (IECECRP) which is being conducted by the University of Melbourne and Parkville Institute. The Parkville Institute is a registered charity established to support infants and young children living with significant family stress and social disadvantage to enter school as confident and successful learners who are developmentally and educationally equal to their peers. The Chief Investigators from the Melbourne Institute are A/Professor Yi-Ping Tseng and Nichola Coombs. The team will also be working closely with researchers from Parkville Institute lead by A/Professor Brigid Jordan and Dr Anne Kennedy, both of whom also hold honorary positions at the University of Melbourne.

The project is to conduct the evaluation of an intensive early childhood education and care program. Previous research conducted by University of Melbourne shows that an intensive ECEC program can significantly improve the developmental trajectories of children who participated in the intervention, compared to children in the control group (who did not receive the targeted intervention). This research project will test whether similar positive impacts can be found in multiple sites at different locations (one in Melbourne, one in Queensland and one in Ballarat) for children experiencing significant family stress. A very rich set of child development outcomes will be collected in this project to allow rigorous evaluation of children's developmental trajectories. The clinical research technician will work on site for data collection. The applicant will have clinical and research experience working with vulnerable infants and their families and experience in conducting standardised measures.

1. Key Responsibilities

1.1 IMPLIMENT AND RECORDING CHILD DEVELOPMENT MEASURES

- ▶ Conduct Assessment of Bayley Scales, WPPSI and the Emotional Availability Scales (EAS) for study children (aged 6 month to 5 year) and write up children's developmental assessment reports

- ▶ Ensure engagement of research participants and minimise attrition
- ▶ Ensure strict adherence to ethics and research protocols and secure storage of all data collected
- ▶ Manage high risk situations and critical incidents if they arise during data collection.
- ▶ Provide data collection updates to Research team

2. Selection Criteria

2.1 ESSENTIAL

- ▶ Tertiary qualifications in Psychology (Pearson Clinical Assessment User Lever A)
- ▶ Experience in Infant and/or Child Mental Health
- ▶ Experience in conducting and interpreting standardised developmental assessments
- ▶ Proven skill and clinical experience assessing and treating infants with psychosocial vulnerabilities and working with families with complex needs.
- ▶ A demonstrated understanding and capability for working with diversity
- ▶ Ability to function independently as a clinical researcher to provide a range of clinical and psychometric assessments.
- ▶ A professional manner in dealing with staff, children, families and community partners.
- ▶ Ability to work effectively within a team.
- ▶ A flexible approach and ability to work in a changing and dynamic work environment. Comfortable with flexible working arrangements
- ▶ Highly developed interpersonal, verbal and written communication skills.
- ▶ A demonstrated level of self-awareness relating to their own practice and relationships with others.
- ▶ Well-developed time management skills.
- ▶ Very high attention to detail.

2.2 DESIRABLE

- ▶ Experience in conducting Bayley Scales and WPPSI
- ▶ Training and experience in use of the Emotional Availability Scales (EAS)

2.3 OTHER JOB-RELATED INFORMATION

- ▶ The position will be located in Ballarat and occasional travel to Melbourne may be required.
- ▶ Registration with the Australian Health Practitioner Regulation Authority (AHPRA)
- ▶ This position requires the incumbent to hold a current and valid Working with Children Check.

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 THE MELBOURNE INSTITUTE

<http://melbourneinstitute.unimelb.edu.au/>

The Melbourne Institute is a research-only department within the Faculty of Business and Economics at the University of Melbourne. It is Australia's leading and longest standing research institute in the field of economics, undertaking cutting-edge research into key issues relevant to modern economic and social policy.

The Melbourne Institute has a core faculty of some 40 academics and academic specialists, a team of research staff that include expertise in data science and analytics, a team of professional/administrative staff that support the mission and operations of the department, honorary fellows and PhD students. Reflecting the standards of research excellence achieved at the Melbourne Institute, staff are expected to publish in

internationally acclaimed peer reviewed journals and to lead the public debate on economic and social policy.

The Melbourne Institute has an organisational structure that involves senior research staff (level D and E) supervising teams of research and related staff. Research staff are affiliated with one or more research programs that cover a range of areas in applied micro- and macro-economic analysis and policy. All research programs undertake both academic and engaged research projects that result in a range of publications that include top peer-reviewed academic journals and highly regard research briefings and reports. Researchers may work on projects in different programs, consistent with their research capabilities and work demands.

5.2 THE FACULTY OF BUSINESS AND ECONOMICS

The Faculty of Business and Economics at the University of Melbourne has been preparing students for exciting and challenging careers in industry since 1924. We have developed an outstanding reputation, locally and internationally, for the quality of our teaching and research. The Faculty has an active board of business leaders, government representatives and community leaders who contribute to the implementation of our vision.

Further information about joining the Faculty is available here
<https://fbe.unimelb.edu.au/about/join-fbe>

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, 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.

5.5 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>