RESEARCH OFFICER (INSECTARY)

DEPARTMENT/UNIT Institute of Vector-Borne Disease
FACULTY/DIVISION Provost & Senior Vice-President
CLASSIFICATION HEW Level 5
WORK LOCATION Clayton campus

ORGANISATIONAL CONTEXT

Monash is a university of transformation, progress and optimism. Our people are our most valued asset, with our academics among the best in the world and our professional staff revolutionising the way we operate as an organisation. For more information about our University and our exciting future, please visit www.monash.edu.

The Provost and Senior Vice-President is the Chief Academic Officer of the University and is responsible for: setting the University’s academic strategy and priorities with a view to improving the education and research performance of the University; oversight of faculties, academic related portfolios and University-wide centres and institutes, oversight of academic staffing including recruitment, development, reward and recognition, policies and procedures; strategic leadership for the delivery of academic programs; identifying and cultivating interdisciplinary areas of excellence and collaboration.

The Institute of Vector-Borne Disease (IVBD) falls within the Office of the Provost and Senior Vice-President. The primary purpose of the Institute is to spearhead the University’s research efforts in eliminating diseases such as dengue fever and Zika. The Institute is home to dedicated laboratory facilities, including a large BSL2 and BSL3 insectary. The Institute houses the World Mosquito Program (WMP) within Monash University, an international collaborative research program designed to prevent the transmission of arboviral diseases threatening the health of people living in tropical and subtropical regions and aims to improve global health whilst significantly reducing the financial burden on local health systems in these regions.

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POSITION PURPOSE

The Research Officer (Insectary) position performs a range of professional and high-quality insectary and laboratory based activities associated with the maintenance of mosquitoes for research purposes as part of World Mosquito Program (WMP) field trials.

The position will also undertake quality assurance monitoring of all processes and materials, including recording and collation of data, and sampling and preliminary extractions of insectary material, and experimental work.
Reporting Line: The position reports to the Research Support Manager under routine and general direction

Supervisory Responsibilities: Not applicable

Financial Delegation: Not applicable

Budgetary Responsibilities: Not applicable

KEY RESPONSIBILITIES

1. Assist with general insectary activities related to mosquito rearing, quality assessment of production material and the maintenance of stock colonies under controlled insectary conditions, following standard insectary rearing procedures

2. Collect data and prepare insectary samples for quality assurance testing

3. Collate various insectary and laboratory data and enter these into established data storage systems

4. Receive field samples of mosquitoes and sort and identify these two species using morphological keys and microscopic methods

5. Provide guidance and advice and/or training to staff in insectary and laboratory activities, including use of equipment and compliance with standard operating procedures

6. Keep abreast of developments, activities and protocols in area of expertise through liaison with staff and peers, reading relevant literature and attending meetings and seminars

7. Comply with all Occupational Health and Safety (OHS) and University policy, procedure and protocols relevant to maintaining a Quarantine insect facility in PC2 and PC3 laboratory, and take steps to identify, eliminate and/or escalate risks where appropriate

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
   - A tertiary qualification in a relevant field; or
   - substantial relevant skills and work experience; or
   - an equivalent combination of relevant experience and/or education/training

Knowledge and Skills

2. High level understanding of insect biology including mosquito life cycle and general insectary rearing techniques

3. Well-developed communication skills, including the ability to draft a range of documentation, interact with a diversity of colleagues and clients and maintain discretion

4. Strong organisational skills, including the ability to set priorities, manage time, plan work to meet deadlines and work effectively under pressure

5. A high level of computer literacy, including demonstrated experience in learning and adopting new software packages as required

6. Ability to develop basic operating procedures and provide oversight, guidance and training in relation to technical processes and use of specialised equipment

7. Strong attention to detail and accuracy and ability to adhere to protocols, standards and guidelines, including ethical research principles as required

8. A demonstrated understanding of confidentiality, privacy and information handling principles
OTHER JOB RELATED INFORMATION

- Travel to other campuses of the University may be required
- There may be a requirement to work additional hours from time to time
- There may be peak periods of work during which taking of leave may be restricted

LEGAL COMPLIANCE

Ensure you are aware of and adhere to legislation and University policy relevant to the duties undertaken, including: Equal Employment Opportunity, supporting equity and fairness; Occupational Health and Safety, supporting a safe workplace; Conflict of Interest (including Conflict of Interest in Research); Paid Outside Work; Privacy; Research Conduct; and Staff/Student Relationships.