RESEARCH OFFICER (BIOSTATISTICIAN) – ADDICTION RESEARCH

DEPARTMENT/UNIT
Eastern Health Clinical School, Turning Point and Monash Addiction Research Centre

FACULTY/DIVISION
Medicine Nursing and Health Sciences

CLASSIFICATION
HEW Level 5

WORK LOCATION
Turning Point and Peninsula 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 Faculty of Medicine, Nursing and Health Sciences, is the largest faculty at Monash University, and offers the most comprehensive suite of professional health training in Victoria. We consistently rank in the top 40 universities worldwide for clinical, pre-clinical and health sciences.

We want to improve the human condition. That is our vision - it has no expiration date. Through academic health centres, other translational models and by educating the healthcare workforce of the future, our staff, students and alumni directly improve quality of life.

Setting the global health care agenda, the Faculty aspires to lead in all areas of research activity and influence local, national and international policy to improve health and social outcomes and health inequalities. We’ve made a major impact in the world of medical research and become globally recognised for our quality education of over 41,000 doctors, nurses, and allied health professionals.

We are ambitious and aim to maintain our position as a leading international medical research university. We’re recognised for the breadth and depth of our research, for our commitment to translational research, for the quality and scale of our research capability, and as a thriving biotechnology hub.

To learn more about the faculty, please visit monash.edu/medicine.

Eastern Health Clinical School (EHCS) is one of three clinical schools in the Monash University Faculty of Medicine, Nursing and Health Sciences. EHCS represents the University’s presence in the rapidly-growing area of urban and outer eastern Melbourne.

Monash Addiction Research Centre (MARC): MARC is a research centre which is hosted by EHCS, bringing together world-leading expertise from across Monash University to address the harms related to alcohol, drugs and gambling, and related health and social problems.
Turning Point is a national addiction treatment centre, dedicated to providing high quality, evidence-based treatment to people adversely affected by alcohol, drugs and gambling, integrated with world-leading research and education.

**POSITION PURPOSE**

The Research Officer (Biostatistician) provides a variety of high-quality statistical services to support the operations of Turning Point and the Monash Addiction Research Centre. With support from experienced biostatisticians, the primary role of this position will be to develop statistical analysis plans, provide data analysis, report and paper writing support to Turning Point and the Monash Addiction Research Centre academic staff. Working under general direction, the position is also responsible for performing a range of research-related activities associated with the research program while ensuring a compliant and safe research environment.

The Research Officer (Biostatistics) operates with a focus on excellence in process and judgment and provision of sound and timely advice and support to academic staff within the Centre

**Reporting Line:** The position reports to Associate Professor/Head of Research and Workforce Development at Turning Point, and Associate Professor/Deputy Director of the Monash Addiction Research Centre under general direction

**Supervisory Responsibilities:** Not applicable

**Financial Delegation:** Not applicable

**Budget Responsibilities:** Not applicable

**KEY RESPONSIBILITIES**

1. Support the achievement of research outcomes by undertaking a range of data analysis tasks including data input and cleaning, statistical analysis and preparing results in accordance with established research objectives, timeframes and protocols

2. To assist the research team in the preparation of funding applications, protocol development and registration by conducting sample size calculations and writing statistical analysis plans

3. Assist in preparing documentation reports e.g. peer-review papers, funder reports, by conducting data analysis and writing up results and providing guidance on statistical approaches to other team members

4. 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

5. Comply with established research methodology, policy, protocols, OHS and regulatory requirements

6. Participate in and implement continuous improvement activities relating to project, research or technical procedures and quality assurance standards

7. Maintain open and effective channels of communication with colleagues, research collaborators and other stakeholders to support and facilitate research objectives

**KEY SELECTION CRITERIA**

**Education/Qualifications**

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

2. Sound analytical, technical and data analysis skills and a demonstrated capacity to apply effective technical methods, processes and systems

3. Strong organisational skills, including the ability to set priorities, manage time and plan work to meet deadlines

4. Demonstrated project administration skills with the ability to support research projects accordance with agreed standards and timeframes

5. Ability to work as an effective member of a team as well as independently under general direction

6. Strong attention to detail and accuracy and an understanding of confidentiality, privacy and information handling principles

7. Well-developed communication skills, including the ability to draft a range of documentation

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

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.