

Position Description

Research only - Research Officer

Position No:	NEW
Business Unit:	Provost
School:	Humanities and Social Sciences
Department:	Archaeology & History
Location:	Campus independent
Classification:	Level A Step 4 – Research Officer
Employment Type:	Part-time, Fixed-term
Other Benefits:	http://www.latrobe.edu.au/jobs/working/benefits

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

Position Description

Level A - Research Officer

A Level A research only academic is expected to contribute towards the research effort of the institution and to develop their research expertise through the pursuit of defined projects relevant to the particular field of research.

Position Context/Purpose

This position supports the project funded by the Australian Research Council as DP200103269 Indigenous mobilities to and through Australia: Agency and Sovereignties.

This project is undertaken by an interdisciplinary team of Aboriginal, Māori, Pasifika and non-Indigenous scholars located in Melbourne, Brisbane, Dunedin, and Sussex in the UK. The project traverses historical and contemporary events, issues, politics and knowledges associated with Indigenous mobilities. Scholars in the team sit in the disciplines of History, Anthropology, Geography, Sociology and Indigenous Studies.

We invite applications from Aboriginal or Torres Strait Islander people who are interested in supporting historical research in Indigenous mobility. Applications are sought from people working in any discipline or in an interdisciplinary fashion.

This position is based in the Department of Archaeology and History which is located within the School of Humanities and Social Sciences. The management of the research activities of the program is overseen by the Head of the Department of Archaeology and History.

This position reports to Associate Professor Katherine Ellinghaus, as the lead Chief Investigator of the above-named project.

Duties at this level will include:

- Support the team in conducting and disseminating high quality and/or high impact research/scholarly activities under limited supervision.
- Develop a limited amount of research-related material with appropriate guidance from more senior staff.
- Provide administrative support to the project team
- Participate in or support professional activities which may include presenting at conferences and seminars
- Engaging with Indigenous communities.
- Attendance at meetings associated with work of the research team.
- Acquire and interpret research data and results, including analysing archival material, organising and contributing to fieldwork and undertaking literature reviews.
- Contribute to and uphold a robust and ambitious research culture.
- Undertake other duties commensurate with the classification and scope of the position as required by the Head of Department or Head of School.

Essential Criteria

Skills and knowledge required for the position

- Completion of a Bachelor's degree in the relevant discipline, and evidence of participation in higher level study relevant to discipline or professional area.
- Evidence of experience in research and evaluation and the ability to work effectively under limited supervision or independently.
- Experience in the production of a substantial piece of writing, such as an honours thesis or long-form essay and/or a record of contribution to publications, conference papers and/or reports.
- Effective oral and written communication skills, including the ability to interact effectively with people from a diverse range of backgrounds.
- Demonstrated ability to work as a member of a team in a cooperative and collegial manner.
- Demonstrated high level of self-motivation.

Capabilities required to be successful in the position

- Ability to demonstrate self-awareness, see things from another person's perspective and actively seek out and act on feedback to improve knowledge, skills and behaviour.
- Ability to work collaboratively, recognise the value of diversity and model accountability, connectedness, innovation and care.
- Ability to think creatively, explore new ideas and respectfully challenge existing practices in order to improve current ways of working.
- Ability to demonstrate self-awareness, see things from another person's perspective and actively seek out and act on feedback to improve knowledge, skills and behaviour.

Essential Compliance Requirements

To hold this La Trobe University position the occupant must:

- be of Aboriginal or Torres Strait Islander descent;
- hold, or be willing to undertake and pass, a Victorian Working With Children Check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

Other Information

The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

Position Flexibility

La Trobe University is committed to providing a diverse, inclusive and respectful working environment for all staff. We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

La Trobe Cultural Qualities

Our cultural qualities underpin everything we do. As we work towards realising the strategic goals of the University we strive to work in a way which is aligned to our four cultural qualities:

- *We are **Connected***: We connect to the world outside — the students and communities we serve, both locally and globally.
- *We are **Innovative***: We tackle the big issues of our time to transform the lives of our students and society.
- *We are **Accountable***: We strive for excellence in everything we do. We hold each other and ourselves to account, and work to the highest standard.
- *We **Care***: We care about what we do and why we do it. We believe in the power of education and research to transform lives and global society. We care about being the difference in the lives of our students and communities.

For Human Resource Use Only

Initials: Date: