POSITION DESCRIPTION

Position Title: Senior Research Technician
Organisation Unit: Faculty of Medicine, Centre for Health Services Research
Position Number: NEW
Type of Employment: Full time, Fixed Term
Classification: Hew Level 5

THE UNIVERSITY OF QUEENSLAND

The University of Queensland (UQ) contributes positively to society by engaging in the creation, preservation, transfer and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff and alumni. For more than a century, we have educated and worked with outstanding people to deliver knowledge leadership for a better world.

UQ ranks in the world’s top universities, as measured by several key independent ranking, including the Performance Ranking of Scientific Papers for World Universities (45), the US News Best Global Universities Rankings (52), QS World University Rankings (51), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (60). UQ again topped the nation in the prestigious Nature Index; and secured a greater share of Australian Research Council grants in 2016 ($24.5 million) than any other university nationally.

UQ has an outstanding reputation for the quality of its teachers, its educational programs and employment outcomes for its students. Our students remain at the heart of what we do. The UQ experience – the UQ Advantage – is distinguished by a research enriched curriculum, international collaborations, industry engagement and opportunities that nurture and develop future leaders. UQ has a strong focus on teaching excellence, winning more national teaching excellence awards than any other in the country and attracting the majority of Queensland’s highest academic achievers, as well as top interstate and overseas students.

UQ is one of Australia’s Group of Eight, a charter member of edX and a founding member of Universitas 21, an international consortium of leading research-intensive universities.

Our 50,000-plus strong student community includes more than 13,000 postgraduate scholars and more than 12,000 international students from 144 countries, adding to its proud 230,000-plus alumni. The University has about 7,000 academic and professional staff and a $1.7 billion annual operating budget. Its major campuses are at St Lucia, Gatton and Herston, in addition to teaching and research sites around Queensland and Brisbane city. The University has six Faculties and four University-level Institutes. The Institutes, funded by government and industry grants, philanthropy and commercialisation activities, have built scale and focus in research areas in neuroscience, biomolecular and biomedical sciences, sustainable minerals, bioengineering and nanotechnology, as well as social science research.
UQ has an outstanding track-record in commercialisation of our innovation with major technologies employed across the globe and integral to gross product sales of $11billion+ (see http://uniquest.com.au/our-track-record).

UQ has a rapidly growing record of attracting philanthropic support for its activities and will have further success in this area as an important strategic aim going forward.

Centre for Health Services Research
This new Centre within the Faculty of Medicine brings together staff and activities of the Centre for Online Health, Centre for Research in Geriatric Medicine and the Centre for Kidney Disease Research (including the Australian Kidney Trials Network).

The Centre for Research in Geriatric Medicine
The Centre for Research in Geriatric Medicine (CRGM) conducts research and development in aged care and geriatric medicine, with the objective of improving the quality of care for older people. It comprises an enthusiastic multi-disciplinary team of researchers (medical, nursing and allied health) as well as PhD students. Our work aims to use new technology to improve aged care, and has a particular focus on electronic assessment systems, e-health and telemedicine to achieve this. We have numerous projects supported by charitable organisations, government and research funding bodies that range in scope from service development to formal research experiments. For additional information about the CRGM visit https://crgm.centre.uq.edu.au/

Information for Prospective Staff
Information about life at UQ including staff benefits, relocation and UQ campuses is available at - http://www.uq.edu.au/current-staff/working-at-uq

DUTY STATEMENT

Primary Purpose of Position

To support a project funded by the Dementia Collaborative Research Centres through provision of research assistance. This position is primarily responsible for collecting data from participants enrolled in a randomised controlled trial and will also support other research projects and activities within the CRGM.

Duties

Duties and responsibilities include, but are not limited to:

Data collection and management

- Assist with the collection of data for research projects, including administering questionnaires, conducting performance-based tests of function and fitting participants with devices to assess activity.
- Assist with recruitment of participants and screening of participants.
- Perform data cleaning and quality control.
- Manage research data as per the requirements of the ethics committee and/or CRGM.

Research Administration

- Prepare ethics applications.
- Conduct literature searches.
- Format manuscripts according to author/journal instructions and appropriate referencing style.
• Assist with the preparation of study protocols and grant applications in partnership with research staff.
• Grant administration including application submission, reporting and acquittal according to relevant funding body.

Research implementation
• Undergo training in the delivery of project interventions using a motivational interviewing approach.
• Independently schedule and manage intervention appointments.
• Deliver health behaviour change interventions to an elderly population living in the northern suburbs of Brisbane.
• Record and document intervention data and manage intervention-related database.

Research dissemination
• Prepare conference materials, such as abstracts and Powerpoint presentations.
• Prepare project reports.
• Summarise data (written and graphic – charts, tables.)

Other
Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including:
• the University’s Code of Conduct
• requirements of the Queensland occupational health and safety (OH&S) legislation and related OH&S responsibilities and procedures developed by the University or Institute/School
• the adoption sustainable practices in all work activities and compliance with associated legislation and related University sustainability responsibilities and procedures
• requirements of the Education Services for Overseas Students Act 2000, the National Code 2007 and associated legislation, and related responsibilities and procedures developed by the University

Organisational Relationships

The position reports to Dr Paul Gardiner, NHMRC-ARC Research Development Fellow, Centre for Research in Geriatric Medicine.

Location

The position will be based at CRGM at the Princess Alexandra Hospital at Woolloongabba. Travel to homes of participants enrolled in the study will be required and the majority of these visits will be in the northern suburbs of Brisbane. Travel costs will be provided for in accordance with UQ travel policy.
SELECTION CRITERIA

**Essential**

- Bachelor degree in a health or research related discipline, with research experience.
- Research skills such as literature reviewing, database management and quantitative and qualitative analysis.
- Ability to work both collaboratively and independently with commitment to efficient teamwork.
- Ability to interact effectively with individuals outside the Centre, including but not limited to scientists, administrative and support staff, outside vendors and members of the public.
- Excellent written and verbal communication skills, including scientific writing.
- Excellent record-keeping and data management skills, organisational and problem-solving skills.
- Current drivers licence and transport.

**Desirable**

- Experience working within elderly community.
- Experience conducting statistical analyses

The University of Queensland values diversity and inclusion.

Applications are particularly encouraged from Aboriginal and Torres Strait Islander peoples. For further information please contact our Australian Indigenous Employment Coordinator at: atsi_recruitment@uq.edu.au
Applications are also encouraged from women.
This role is a full-time position; however flexible working arrangements may be negotiated.