POSITION DESCRIPTION

Position Title: Postdoctoral Research Fellow  
Organisation Unit: School of Social Science  
Position Number: 3044257  
Type of Employment: Fixed-term for 1.5 years, 0.8 FTE.  
Classification: Research Academic Level B

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 CWTS Leiden Ranking (32), the Performance Ranking of Scientific Papers for World Universities (40), the US News Best Global Universities Rankings (42), QS World University Rankings (47), Academic Ranking of World Universities (54), and the Times Higher Education World University Rankings (66). Excluding the award component, UQ is now ranked 45th in the world in the ARWU, and is one of the only two Australian universities to be included in the global top 50.

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 53,000-plus strong student community includes more than 16,400 postgraduate scholars and more than 17,000 international students from 135 countries, adding to its proud 260,000-plus alumni. The University has more than 6,600 academic and professional staff (full-time equivalent) and a $2.15 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+.

UQ has a rapidly growing record of attracting philanthropic support for its activities and this will be a strategic focus going forward.

Organisational Environment

The Faculty of Humanities and Social Sciences (HASS) is a large, multi-disciplinary Faculty with a broad academic profile, substantial research achievements and a commitment to public engagement. The Faculty is based at the St Lucia campus in the iconic Forgan Smith building, at the heart of the University - The Great Court.

HASS has entered an era of regenerative leadership. Executive Dean Professor Heather Zwicker joined UQ in spring 2018, and brings a fresh vision of interdisciplinary collaboration, public accountability and commitment to the student experience. Many Heads of School are also new to their roles and eager to ensure that HASS continues to be a powerhouse for disciplinary and interdisciplinary research across our Schools, Institutes and Centres, as well as boasting exciting, responsive teaching in a broad range of programs.

The Faculty comprises seven Schools (Communication & Arts; Education; Historical & Philosophical Inquiry; Languages & Cultures; Music; Political Science & International Studies; Social Science), two research Institutes (Institute for Social Science Research; Institute for Advanced Studies in the Humanities), two museums (Anthropology Museum and the RD Milns Antiquities Museum), a Centre for Policy Futures, and several school-based research centres. It also plays host to the Institute for Modern Languages and the Confucius Institute.

HASS has a strong identity and long tradition of innovation and leadership, offering a broad range of programs - including one of UQ's largest, the Bachelor of Arts.

The complementary nature of our disciplines attracts a diverse cohort of international and domestic students, with 640 research higher degree students, approximately 1,600 students in postgraduate coursework degrees and close to 7,000 undergraduates.

The Faculty of Humanities and Social Sciences produces nationally and internationally regarded research across its many and varied disciplines. In addition to strong performance with external funding, UQ researchers in humanities and social sciences have won prizes, gained reputations for research excellence, performed exceptionally in the Excellence for Research in Australia (ERA) exercise and in global university rankings, among many other measures.

Our strong performance reflects the quality of world-changing work our researchers are undertaking, with their breakthrough discoveries having a positive impact on society and changing the lives of others around the globe. Visit our Research Impact website for some of these stories.

HASS proudly claims a large number of Fellows in national disciplinary bodies, including the prestigious Australian Academy of the Humanities, and the Academy of the Social Sciences in Australia.

More information about the Faculty can be accessed at http://www.hass.uq.edu.au/
The School of Social Science – comprising the disciplines of anthropology, archaeology, criminology and sociology - is one of the largest Schools of its type in Australia with over 45 academic staff members and around 800 equivalent full-time students including 100 higher degree students. At the undergraduate level, the School manages the Bachelor of Social Science, the Bachelor of Criminology and Criminal Justice (Honours), and also offers majors in each discipline within the Bachelor of Arts, along with an archaeological science major in the Bachelor of Science. The School manages postgraduate coursework programs in Development Practice, Community Development, Museum Studies, and Heritage Management.

Further information and details of the research interests of academic staff may be accessed on the school’s web site at http://www.social-science.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

The University of Queensland Enterprise Agreement outlines the position classification standards for Levels A to E.

DUTY STATEMENT

Primary Purpose of Position

The primary purpose of the position is to provide research assistance to the Head of School of Social Science (Professor Greg Marston). The position will provide assistance to the Head of School on a variety of research related tasks, as well as make a contribution to teaching in the School of Social Science. The occupant of the position will assist the Head of School in promoting their research, and that of the School of Social Science more broadly. The Head of School also expects to mentor and support the postdoc’s personal research program.

There will be an opportunity for the successful candidate to build a strong early career publication profile, including (but not limited to) co-authored research with the Head of School on various research projects. The Head of School is presently involved in three Australian Research Council funded projects, one on climate change and welfare states; another on employment pathways for young people with disabilities and another on the role of social networks in surviving unemployment. The successful applicant would assist with research tasks relating to these projects and other projects as they arise.

The successful applicant will be based at the St Lucia Campus in the School of Social Science, Faculty of Humanities and Social Sciences. The approximate distribution of days will be three per week dedicated to assisting the Head of School, and two days per week focusing on the post-holder’s personal research. The distribution of the workload is likely to vary depending on deadlines; however, every effort will be made to ensure this evens out over the period of the contract.
Duties

Duties and responsibilities include, but are not limited to:

**Research**
- Provide research assistance to the Head of School.
- Undertake research in one or more of the following areas: social policy, comparative welfare, public administration, poverty studies, employment policy, social security, or the social dimensions of climate change.
- Locate the relevant literature for a particular research project as directed by the Head of School and writing associated literature reviews.
- Assist with the submission of research grants as required.
- Collaborative writing of scholarly papers with an aim to publish both authored and co-authored publications.
- Dissemination of research findings in relevant academic outlets.

**Service and Engagement**
- Assist in the preparation of workshops/conferences as required.
- Assist in developing and managing relationships with industry, government, community and industry research partners.
- Perform a range of administrative functions as appropriate for a Level A academic.

**Teaching and Learning**
- Deliver one undergraduate or postgraduate course in the School each year, in the position-holder’s field/s of research expertise.
- Contribute to the effective supervision of Honours and Research Higher Degree students in the School of Social Science.

**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 the Head of School.

SELECTION CRITERIA

Essential

• Completion of a PhD within the past three years in the area of Social Policy, Sociology or a related field.
• Demonstrated expertise and/or knowledge in writing, editing, publishing.
• Demonstrated expertise in qualitative and quantitative social research methods.
• Evidence of high quality academic skills, including the capacity to interpret relevant literature, develop conceptual frameworks and contribute to academic debates at a sophisticated level.
• A demonstrated proficiency in technical/computer skills, including data analysis software.
• An ability to problem solve, adapt, and respond to changes quickly.
• An ability to work independently and as part of a team with a high level of motivation.
• Knowledge of the literature in the areas of one or more of the following: welfare states and comparative welfare analysis, public administration and policy analysis, poverty studies, employment policy, social security, the social dimensions of climate change.

Seminar

Applicants invited for interview may be expected to present a research seminar and teaching demonstration in conjunction with the selection interview process.

Qualification Verification

An appointment to this position is subject to the verification of the highest academic qualification from the conferring institution.

The University of Queensland values diversity and inclusion and actively encourages applications from those who bring diversity to the University. Please refer to the University's Diversity and Inclusion webpage (http://www.uq.edu.au/equity) for further information and points of contact if you require additional support.

Accessibility requirements and/or adjustments can be directed to recruitment@uq.edu.au.