POSITION DESCRIPTION

Position Title: Research Development Manager
Organisation Unit: School of Biomedical Sciences (1.0FTE)
UQ Child Health Research Centre (0.5FTE)
UQ Diamantina Institute (1.0FTE)
UQ Centre for Clinical Research (1.0FTE)
Position Number: New
Type of Employment: Fixed term for 2 years with the possibility of a 12 month renewal (subject to the successful achievement of approved KPI's)
Classification: HEW Level 8

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 well within the top 100 universities worldwide, measured through a number of major independent university rankings: the Academic Ranking of World Universities, Times Higher Education World University Rankings, US News Best Global Universities Rankings, QS World University Rankings and Performance Ranking of Scientific Papers for World Universities, and is indeed in the top 50 in some of these rankings. In 2013, UQ attracted more Australian Research Council funding than any other Australian university or research body.

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 Australian Teaching and Learning Council Awards for Teaching Excellence 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, and a founding member of Universitas 21, an international consortium of leading research-intensive universities. UQ is also the largest university in Queensland.

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 215,000-plus alumni. The University has more than 7,000 academic and professional staff and a $1.6 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.

**Faculty of Medicine**

The University of Queensland’s Faculty of Medicine is an internationally recognised provider of world-class education and research. The research-intensive Faculty has a gross budget of almost $300 million, employs approximately 1000 continuing and fixed-term staff (headcount), has a community of more than 4000 non-salaried academic appointees and around 3200 students (headcount).

The Faculty possesses enormous strengths spanning research, teaching, industry engagement and clinical practice in disciplines ranging from the basic sciences, biomedical research and development, to clinical trials and public health. Research projects within the Faculty have already led to discoveries with far-reaching social and economic impacts, including the revolutionary Gardasil (TM) vaccine for cervical cancer (Professor Ian Frazer) and a drug discovery EMA401 (Professor Maree Smith), a first-in-class oral treatment for chronic pain which through Spinifex Pharmaceuticals led to Australia’s largest biotechnology commercialisation deal. Faculty staff include three highly cited authors, one Fellow of the Royal Society (FRS), three Fellows of the Australian Academy of Science (FAA) and 12 Fellows of the Academy of Health and Medical Sciences (AAHMS). The Faculty is a core member of Brisbane Diamantina Health Partners, the Brisbane-wide academic health science system.

Educational offerings in biomedical sciences, medicine and public health are informed and supported by research activity across a range of fundamental and clinical areas of importance including recognised strengths in cancer, skin diseases, brain and mental health, maternal and child health and genomics. Cutting-edge facilities such as the Herston Imaging Research Facility (HIRF), the UQ Centre for Clinical Research (UQCCR), our laboratories in the Translational Research Institute (TRI) and the new Centre for Children’s Health Research (CCHR) enable outstanding research outcomes and sharpen our understanding of cancer, autoimmunity, mental disorders, infectious diseases and neurological disease. Further details are available at [www.medicine.uq.edu.au](http://www.medicine.uq.edu.au).

**School of Biomedical Sciences**

The University of Queensland School of Biomedical Sciences is a distinguished centre for teaching and research in the academic disciplines of Anatomy, Developmental Biology, Physiology, Pharmacology and Pathology. The School has more than 40 full-time research and teaching staff and is one of the largest Schools of its type in Australia. It has links to other prestigious research centres on the St Lucia campus including the Queensland Brain Institute (QBI), the Institute of Molecular Bioscience (IMB) and the Australian Institute for Bioengineering and Nanotechnology (AIBN). Our diverse research provides an exciting environment for national and international research fellows and higher degree students. It is concerned with advancing the understanding of how cellular mechanisms contribute to the function of the human body in health and disease. Details of the research interests of academic staff may be accessed on the school’s web site at [https://biomedical-sciences.uq.edu.au/](https://biomedical-sciences.uq.edu.au/).

In addition to its graduate research programs, the School teaches undergraduate students in Science, Medicine, and Health Sciences.
UQ Child Health Research Centre

Established in 2015, the UQ Child Health Research Centre (UQ-CHRC) brings together some of UQ’s leading researchers to tackle global challenges in child and adolescent health. With research in nutrition and growth, respiratory disease, allied health, environmental health, burns, infectious diseases, cerebral palsy, rehabilitation and child and youth mental health and more, the centre is making a difference to the health of children everywhere.

The UQ-CHRC is co-located with research centres from Children’s Health Queensland and Queensland University of Technology (QUT) in the recently completed Centre for Children’s Health Research CCHR), a $134 million purpose-built research facility adjacent to the Lady Cilento Children’s Hospital.

The University of Queensland Diamantina Institute

The University of Queensland Diamantina Institute (UQDI) was established in 2007 and forms a major research centre within the Faculty of Medicine. The aim of the Institute is to develop a better understanding of the molecular and cellular basis of disease, and to translate that understanding into practical outcomes for patients. Based at the Translational Research Institute (TRI) at the Princess Alexandra Hospital teaching campus in Brisbane, UQDI has more than 300 researchers, clinical academics and students who work closely with hospital clinicians in the areas of cancer, immunology, genomics and other areas of translational medicine. UQDI has particular research strengths in skin cancers, blood cancers and autoimmunity.

UQDI has a mission of translating discoveries into better treatments and has a strong record of achievement, most notably in the development of cancer therapies: research at UQDI by Professor Ian Frazer AC FRS led to the development of the cervical cancer vaccine Gardasil. UQDI is the largest partner in the TRI, which is an extremely well-equipped translational biomedical research institute, with outstanding laboratories and core facilities for imaging, microscopy, flow-cytometry and in vivo models of disease. Its close affiliation with clinical units at Princess Alexandra Hospital provides UQDI with a significant strategic advantage in near-patient, translational research.

UQDI is part of The University of Queensland, one of the top Australasian universities, and internationally is ranked in the top 100 universities in all major independent rankings. UQDI academics are part of a vibrant and highly successful academic institution optimising their chances of research success. Details of the research interests of academic staff may be accessed on the Institute’s web site at http://www.di.uq.edu.au/research.

UQ Centre for Clinical Research

The University of Queensland Centre for Clinical Research (UQCCR) is a $70 million purpose-built facility sponsored by Atlantic Philanthropies, the Queensland Government (Smart State funding) and UQ. The building, completed in early 2008, is located at the Royal Brisbane and Women’s Hospital site at Herston, Brisbane. The RBWH is the largest teaching hospital in Australia and the site also houses a basic medical research institute (QIMR), and a significant Faculty of Medicine presence, including the Schools of Public Health. The UQCCR has capacity for 320 staff with affiliation guided by research strengths, assessed by defined research quality indicators.

UQCCR’s mission is to improve health outcomes for individuals and populations based on rigorous, high quality clinical research. This is achieved by facilitating research and training, influencing patient care, and providing the translational linkages between basic and applied scientific research, the patient, and health outcomes. The current research themes are: Clinical Neuroscience; Pathology Test Development; and Infectious Diseases.
UQCCR is a University-level research Centre reporting to the Research Dean of the Faculty of Medicine. The centre’s postgraduate students are enrolled through partnering Schools.

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](http://www.uq.edu.au/current-staff/working-at-uq)

**DUTY STATEMENT**

**Primary Purpose of Position**

This position is responsible for providing support to the Faculty of Medicine to capitalise on opportunities for competitive research grants. This position will be responsible for identifying research funding opportunities, working closely with researchers in the preparation of high quality written applications for grants and fellowships, and providing strategic advice and training in grantsmanship. To do this, the position will work closely with the org unit Executive while also linking with the Faculty of Medicine research team as part of a community of practice to increase collaboration and competitive bidding across the Faculty.

**Duties**

Duties and responsibilities include, but are not limited to:

- Identify research funding opportunities to maximise research income, with emphasis on large scale, complex, programmatic grants, special initiatives, fellowships and industry funding.

- Develop knowledge of the existing partnerships, strategic aims, research capabilities and activities within the organisation unit to identify opportunities to exploit its potential for new collaborations.

- Hold meetings and forums at which researchers can come together to explore possible partnerships and funding opportunities.

- Participate in regular meetings with the Faculty of Medicine research team as part of a community of practice to identify and facilitate collaborative research opportunities and competitive bidding across the Faculty.

- Provide high-level support in the preparation of competitive funding applications, including strategic advice and editorial review of the structure, content, clarity, style and appropriateness of the proposal for the specific funding scheme.

- Where relevant, collaborate with the Faculty and UniQuest to successfully negotiate business development initiatives.

- Participate in the development and delivery of grantsmanship training workshops for the organisational unit and Faculty.

- Other related duties as directed by the School/Centre’s Leadership team.
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 Organisation Unit.
- the adoption of 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 relevant School or Centre Manager.

The work program for the role will be developed by the incumbent for sign off by the organisational unit head.

Travel between campuses and other locations may be required.

SELECTION CRITERIA

- PhD qualification in a relevant scientific discipline or an equivalent combination of relevant experience and/or education/training.
- Extensive knowledge of relevant industry, philanthropic and Australian competitive granting schemes, with specific experience in writing and editing successful funding applications for at least two of the ARC, NHMRC or MRFF.
- Exceptional writing and editing skills, with demonstrated ability to understand and present complex scientific content in a clear and concise manner.
- High level time-management skills, with the ability to work under time pressure on multiple initiatives concurrently.
- Demonstrated research facilitation skills, with the ability to identify relevant research linkages and facilitate communication among diverse groups of research stakeholders including industry partners.
- Demonstrated communication skills (written and oral), with a proven ability to communicate effectively with a variety of audiences.
- Self-motivated with demonstrated ability to work independently and as part of a team.
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.

You must have valid Australian work rights to apply for this role. Visa sponsorship is not available for this position.

Accessibility requirements and/or adjustments can be directed to the contact person listed in the job advertisement.