## POSITION DESCRIPTION

**Position Title:** Postdoctoral Research Fellow / Research Fellow  
**Organisation Unit:** Institute for Social Science Research  
**Position Number:** Multiple positions  
**Type of Employment:** Full time, Fixed term  
**Classification:** Research Academic Level A or B. Level of appointment will be commensurate with qualification, experience and academic achievements.

## 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 (43), the US News Best Global Universities Rankings (42), QS World University Rankings (48), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (69). 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 52,000-plus strong student community includes more than 16,400 postgraduate scholars and more than 15,400 international students from 135 countries, adding to its proud 250,000-plus alumni. The University has more than 6,600 academic and professional staff (full-time equivalent) and a $1.75 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://uniqest.com.au/our-track-record).

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 comprehensive Faculty with a broad academic profile and substantial research achievements. The Faculty Office is based at the St Lucia campus in the iconic Forgan Smith building adjacent to the Great Court of the University. The Executive Dean of the Faculty is Professor Heather Zwicker.

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 new Faculty Centre for Policy Futures, and several school-based research centres. The Faculty is also host to the Institute for Modern Languages and the Confucius Institute. The Faculty offers a broad range of programs to a large cohort of international and domestic students, with 850 research higher degree students, approximately 1,500 students in postgraduate coursework degrees and close to 8,000 undergraduates.

There are over 300 academic staff across the Faculty, making it one of the largest in Australia. One indicator of the Faculty’s standing in the disciplines that we research is membership in the learned academies, where UQ can proudly claim 33 members of the Australian Academy of the Humanities and 50 members of the Academy of Social Sciences in Australia.

Teaching in the Faculty is underpinned by substantial research performance and several specialized fields of research were judged at the highest level (5 ranking) in the 2015 Excellence in Research Australia (ERA) round. These fields include Specialist Studies in Education; Political Science; Cultural Studies; Literary Studies; History and Philosophy of Specific Fields. Overall, HASS returned outputs to 21 disciplinary field codes, where 90% were rated above (4 ranking) or well above world standard (5 ranking). This is indicative of high quality and capacity in research.

These research achievements internationally are reflected in the 2017 Leiden rankings (based on impact, not reputation), where the Humanities and Social Sciences at UQ ranks 16th in the world on the quantum of publications in ranked journals, placing us first in Australia and in the Oceania region (for the full data-set see http://www.leidenranking.com).

The quality of our overall Faculty’s performance is also evident in the QS World University Rankings for 2017 which places Social Sciences/Management at UQ at 39th in the world, and Humanities at 50th in the world. This data can be accessed at: http://www.topuniversities.com/faculty-rankings.

More information about the Faculty can be accessed at http://www.hass.uq.edu.au/.
Institute for Social Science Research

The Institute for Social Science Research (ISSR) undertakes solution focused research addressing societal challenges and is a national leader in advanced interdisciplinary social science and evidence-based policy research. ISSR researchers work with diverse academic disciplines and collaborate with government agencies and the private and not-for profit sectors to address key Australian and international public policy questions that span the life course and require investigation of areas such as social inequality and wellbeing, education, employment, housing, social services, Aboriginal and Torres Strait Islander environments research and international development. The Institute leads advances in social science and evaluation methodology, and is developing new capabilities in health and social data science.

A key component of ISSR’s work is commercial research and training, providing high-quality learning and engagement opportunities for postgraduate and postdoctoral students. The Institute employs almost 60 staff, currently enrolls over 40 higher degree students, has an annual budget of $13 million, and engages with affiliated researchers across a diversity of research fields. ISSR is based at UQ’s Long Pocket Precinct (80 Meiers Road, Indooroopilly), a research-oriented campus just ten minutes from UQ’s main teaching and learning campus at St Lucia.

ISSR is the headquarters for the Australian Research Council Centre of Excellence for Children and Families over the Life Course (the Life Course Centre), an international collaboration of 22 organisations working to identify the causes and consequences of deep and persistent disadvantage in Australia. The Life Course Centre aims to identify the drivers of disadvantage in Australia and to develop innovative solutions to mitigate or reverse its impact.

More information about ISSR can be found at www.issr.uq.edu.au.
More information about the Life Course Centre can be found at www.lifecoursecentre.org.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 position will undertake high quality research in a high achieving, multidisciplinary and collaboration focused environment at the Institute for Social Science Research.

The position requires experience that can make contribution to current research in, social disadvantage, well-being of Aboriginal and Torres Strait Islander people, education, health, family dynamics, and employment. The position will work on a range of projects, beyond a narrow research specialisation, including externally commissioned research projects. These projects will be in multidisciplinary teams and often in collaboration with non-university stakeholders from government, industry, the not-for-profit sector and end-user communities. The position will also prepare and present training courses as required and include project management and administrative tasks.

The position will apply advanced research methods skills in one or more of the following areas: qualitative social science; quantitative social science or related disciplines like applied statistics; experimental or non-experimental policy and program evaluation; or data science methods such as machine learning for structured or unstructured data.

Duties

The appointment will be made at either level A or level B, depending on experience and achievements. The level of responsibilities assigned to the appointees will reflect the level of appointment on this salary scale.

Level A appointment will be expected to demonstrate the capacity to build higher-level skills over time.

Level B appointment will be expected to take on more responsibility in executing the duties and responsibilities and also supervise junior research staff, contribute to HDR supervision and provide project management and leadership for project teams.

Duties and responsibilities include, but are not limited to:

Research and Project Management

- Undertake research and publication on Institute projects.
- Prepare research proposals, research grant applications and tenders.
- Undertake research involving the collection and analysis of quantitative or qualitative data.
- Design and evaluate social interventions.
- Present research findings, including conference presentations, and prepare scholarly manuscripts for publication in academic journals.
- Prepare reports for and present research outcomes to stakeholders.

External Engagement

- Foster the Institute’s relations with industry, government departments, professional bodies and the wider community.
Teaching and Learning

- Develop and deliver teaching materials for undergraduate and postgraduate courses, if opportunities arise.
- Develop and deliver professional development courses, if opportunities arise.

Other

- This position may require travel (domestic and international).
- Any other duties as reasonably directed by your supervisor.
- Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:
  - 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 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 a delegated senior researcher within the Institute in a cognate field of research, or, where required, the Institute Director.
SELECTION CRITERIA

Essential at both Level A and B

- PhD or nearing completion in a field applicable to addressing key social problems (including but not limited to social sciences and data science). At Level B applicants must hold a PhD in an applicable field.
- High quality research methods for application in empirical social science in one or more of the following areas: qualitative social science; quantitative social science or related disciplines like applied statistics; experimental or non-experimental policy and program evaluation; or data science methods such as machine learning for structured or unstructured data.
- Exceptionally strong written and oral communication skills for diverse audiences and grant writing and dissemination, including well-developed presentation skills.
- Ability to manage competing priorities and multiple projects concurrently, and excellent time management skills.
- Strong attention to detail and a commitment to excellence.

Essential at level A

- Emerging profile in research and publication track record.
- Ability to work in multidisciplinary research teams across multiple parties and ability to build research expertise over time.

Essential at Level B

- Evidence of ability to publish in high quality journals
- Ability to lead and work in multidisciplinary collaborative research teams and develop and foster collaborative links with other research and/or industry groups, nationally and internationally.

Desirable for a level A or a B

- Ability to identify and attract competitive grant funding.
- Teaching skills at undergraduate and postgraduate levels.
- Experience working with major national or international datasets.
- Research experience in government, industry or the not-for-profit sector.
- Formal project management expertise or willingness to undertake training and engage in project management
- Experience in communicating research results to a variety of audiences, including non-academic audiences.
- Experience liaising between university researchers and other sectors.

Please refer to the Criteria for Academic Performance policy PPL 5.70.17 when developing the duties and selection criteria for academic roles

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.

This role is a full-time position; however flexible working arrangements may be negotiated.

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