POSITION DESCRIPTION

Position Title: Research Officer – Digital Methods
Organisation Unit: School of Social Science
Position Number: New
Type of Employment: Fixed term, full-time
Classification: HEW Level 6

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://uniquest.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, 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 attract 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 900 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 can be accessed on the school’s web site at http://www.social-science.uq.edu.au/

ARC Project: Government Web Portals as New Government Actors

Government web portals are the formal public face of online government, yet their effectiveness and contribution to contemporary government is largely unknown. This international, multidisciplinary study uniquely examines the architectures, rationales, effectiveness and power effects of government web portals. Government web portals are innovatively conceptualised as spaces of administrative, policy and power contestation. The study utilizes innovative digital research methods (hyperlink network analysis and web experiments) to comparatively assess 10 hi-tech countries. It provides a novel contribution to understanding the structure and governance of the state in the 21st century, and applied insights into designing online government.

ARC Project: Making complex interfaces work for the National Disability Insurance Scheme

This project examines how organisations, frontline workers and participants work out funded supports across NDIS and mainstream services and systems interfaces by taking a street-level perspective. It expects to generate knowledge about self-governing arrangements and adaptive practices that encourage coordinated planning using case study methodology and novel digital research tools. Expected outcomes include optimal organisational approaches and models of sector governance that mobilise and embed interface efficiencies. This should significantly benefit the sustainability of the NDIS and ensure the system as a whole works effectively for participants and advance the international conceptualisation of collaborative street-level governance.

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

In conjunction with the Chief Investigator Associate Professor Paul Henman and other non-UQ investigators the appointee will be responsible for supporting the conduct of research using digital research in different components of two ARC funded projects.

In the Government Web Portals as New Government Actors project, the appointee will assist in the development, operation and analysis of an online interactive survey that tracks users
approach to web navigation using a pre-build Firefox extension installed on a virtual machine platform. In *Making complex interfaces work for the National Disability Insurance Scheme*, the appointee will be undertaking web crawls of disability organisation to generate and analyse hyperlink networks using visualisation and social network analysis techniques. These tasks require a working knowledge of R, SQL, JavaScript and PHP.

**Duties**

Duties and responsibilities include, but are not limited to:

**Research**

- Manage and coordinate the digital research components and, in conjunction with the research team, develop work plans to meet project outcomes and timelines.
- Collaboratively support the research investigators in developing, gathering and analysing structured digital data including hyperlink networks and SQL database data.
- Maintain efficient and compliant record keeping systems ensuring data is accessible to researchers.
- Contribute to the communication of project findings written reports and social media.
- Work both independently and collaboratively as part of a team.
- Provide project management support.
- Perform other tasks commensurate with position responsibilities that enable the effective operation of the project.

**Other**

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 Associate Professor Paul Henman, Chief Investigator on the project.
SELECTION CRITERIA

**Essential**

- Completion of a degree in a field related to computer science, information systems, data analytics, or social sciences, with subsequent relevant work experience; or an equivalent combination of relevant experience and/or education/training.
- Demonstrated ability to programme in R, SQL, JavaScript and PHP.
- Ability to provide research project management support for tasks and researchers.
- Demonstrated written communication skills evidenced by the ability to analyse literature and/or project findings and prepare high quality academic reports.
- Demonstrated ability to work collaboratively as well as autonomously, managing workload and time constraints under broad direction.

**Desirable**

- An interest in social science, and government policy and service delivery.
- The ability to travel to sites other than the UQ St Lucia Campus to undertake interviews and classroom observations.
- Demonstrated research project management skills.

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.

Applicants should indicate in their application if they are seeking a full-time or part-time position. Flexible working arrangements may be negotiated with the successful applicant(s).

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