

POSITION DESCRIPTION

Position Title:	Research Development Manager
Organisation Unit:	UQ Centre for Clinical Research
Position Number:	3044789
Type of Employment:	Full-time, Fixed-term for 3 years
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 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

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 \$330 million of the total \$2.0B UQ budget. The Faculty employs over 1000 of the 6,600 UQ staff total, with a community of more than 4,200 non-salaried academic appointees and around 3,200 students.

The Faculty of Medicine offers Australia's largest medical degree program for graduates and school-leavers. Undergraduate and postgraduate programs are available in the disciplines of Medicine, Health Sciences, E-Health, Mental Health, Biomedical Sciences and Public Health.

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.

UQ Centre for Clinical Research

UQCCR's (The University of Queensland Centre for Clinical Research) 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 research themes are: Clinical Neuroscience; Infectious Diseases; Women's Cancer and Fertility.

UQCCR is a \$70 million purpose-built facility. 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 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 online](#).

DUTY STATEMENT

Primary Purpose of Position

This position is responsible for providing support to the school/centre to capitalize 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 Centre's Leadership team.

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 the 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 competitive granting schemes.
- 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](#) 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.

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

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.