

POSITION DESCRIPTION

Position Title:	Senior Principal Communications Officer
Organisation Unit:	Australian Institute for Bioengineering and Nanotechnology Institute for Molecular Bioscience Queensland Brain Institute
Position Number:	3048848
Type of Employment:	Full Time, fixed term
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 Performance Ranking of Scientific Papers for World Universities (43), the US News Best Global Universities Rankings (45), QS World University Rankings (48), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (69). UQ again topped the nation in the prestigious Nature Index, and our Academic Ranking of World Universities result in the field of Life and Agricultural Sciences is the highest in Australia at 20.

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 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 240,000-plus alumni. The University has about 7,000 academic and professional staff and a \$1.8 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://uniquet.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.

Australian Institute for Bioengineering and Nanotechnology

The University of Queensland's Australian Institute for Bioengineering and Nanotechnology (AIBN) is a dynamic multi-disciplinary research institute dedicated to developing technology to alleviate societal problems in the areas of health, energy, manufacturing and environmental sustainability. AIBN brings together the skills of more than 450 world-class researchers complimented by an extensive suite of integrated facilities, working at the intersection of biology, chemistry, engineering and computer modelling. With a reputation for delivering translational science, AIBN conducts research at the forefront of emerging technologies, and has developed strong collaborations with leading members of industry, academia and government. AIBN goes beyond basic research to develop the growth of innovative industries for the benefit of the Queensland and Australian economies.

Our people are our greatest asset. We offer collaborative, inclusive work and study places, which are enriched by the significant diversity of our staff, students and community. We genuinely believe that creativity and innovation flourishes in an environment where people feel supported, valued and empowered. Mutual respect, inclusivity and accountability are at the cornerstone of UQ's culture.

AIBN is committed to supporting the career growth of women researchers and have a number of initiatives to support women in developing and achieving a fulfilling research career at the institute. For more information, please visit our AIBN Women in Science [website](#).

Institute for Molecular Bioscience

The University of Queensland's Institute for Molecular Bioscience, located on the main University campus, is Australia's leading biosciences research institute. Established in 2000, the Institute is home to over 420 staff and is located in thriving Brisbane, a city consistently ranked as one of the world's most vibrant and liveable cities.

The Institute, ranked in the Top 20 globally for life sciences research, pursues a multidisciplinary approach to solving some of the world's most serious challenges in the fields of health, disease and sustainable solutions for our cities, fuels and foods. The Institute is housed in a single building and is organized into technological platforms (Divisions) and research themes (Centres). The Divisions support state-of-the art facilities including the Centre for Microscopy and Microanalysis, which houses new cryo-electron microscopes; the NMR facility containing 500, 600 and 900 MHz machines; the Mass Spectrometry Facility accommodating a wide array of instrumentation; suites for work with a variety of model organisms; a plethora of next generation DNA sequencing technologies and the southern hemispheres leading program in complex genetic traits. The Research Centres accommodate 36 groups using a combination of genomics, chemistry and cell biology to take life science discoveries from the genome to drug design and application in the areas of antimicrobial resistance, inflammation, pain, cardiovascular disease and rare and developmental diseases.

The quality of our internationally recognised researchers underpins our research excellence. Over the past five years, our group leaders have attracted nearly \$250 M in research funding. They have leveraged funding from over 40 different national and international research

sponsors including significant support from federal and state government sources. The success rate in federal funding schemes is amongst the highest in all of Australia. The accomplishment of our staff is reflected by the consistent contribution they make to the prestigious Nature science index and by the fact five are listed in the prominent 2018 Clarivate Highly Cited Researchers List.

A corner stone of the Institute is the strong emphasis on ensuring our discovery science has impact by translating our research discoveries to meet industry, community and clinical needs. The Institute has generated more than 30 patent families and has spun out multiple companies. The impact of our work is illustrated by two biopharmaceutical companies founded in the Institute, Protagonist Therapeutics Ltd and Inflazome Ltd. The former company entered into a \$1 B worldwide agreement to co-develop a drug for inflammatory bowel disease and the latter recently received \$70 M to develop treatments for inflammatory diseases. Our ambition to strengthen our translational portfolio continues.

IMB's research outcomes are protected and commercialised by UQ-owned technology transfer group UniQuest.

IMB strives to provide an inclusive working environment, and along with the University is committed to supporting staff with family and caring responsibilities by providing policies, programs and initiatives to help balance work and family responsibilities.

Specific initiatives at IMB can be found on our [website](#).

Queensland Brain Institute

The Queensland Brain Institute works to understand the development, organisation and function of the brain. We aim to understand the neural circuits in the brain, how their function results in behavioural outcomes, and how dysfunction of these circuits leads to disorders such as dementia, Parkinson's disease and schizophrenia. We aim to (1) Develop novel therapeutic approaches to treat disorders of neural function and (2) Use our understanding of brain function to improve learning in classrooms and in the workplace.

Established in 2003, [QBI](#) is housed on the St Lucia campus of UQ. It is home to more than 450 staff and students, including 41 group leaders.

Over the past decade QBI has become known as one of the world's leading neuroscience research institutes. It played a key role in contributing to UQ attaining the highest possible score of 5 for neuroscience, in both the 2010, 2012, and 2015 Excellence in Research for Australia (ERA) reviews, one of only two universities in Australia to achieve this.

Information for Prospective Staff

The Institute recognises and values equity and diversity, and encourages applications from any individual who meets the requirements of this position irrespective of gender, sexuality, race, ethnicity, religion, disability, age or other protected attributes.

Further information about life at UQ including staff benefits, relocation and UQ campuses is available on the [Working at UQ website](#).

DUTY STATEMENT

Primary Purpose of Position

This is a senior position within the AIBN, IMB and QBI communications team. In this role you will report into the Manager, Communications and Stakeholder Engagement for the Institutes, working closely with leaders across the institutes and other marketing and communication teams across the University.

This is both a strategic and hands-on role where you will be responsible for the development of integrated communication plans for each institute that align to their strategic priorities and enhance their reputations key stakeholders. You will also be responsible for managing media opportunities, including liaising with journalists, proactively pitching stories and achieving results.

Duties

Duties and responsibilities include, but are not limited to:

- Develop and implement integrated communication and media plans that support and enhance the University's reputation for excellence in research, and aligns to Institute's strategic priorities.
- Work with researchers and leaders across the institutes to develop content calendars of proactive story opportunities to deliver meaningful engagement with key stakeholders including but not limited to media, staff, government, industry and business partners and the community.
- Manage media for the institutes including proactively pitching stories, responding to media inquiries, building relationships with key journalists, issues management, monitoring/reporting on media coverage, provision of an after-hours and weekend service as required.
- Develop high-quality content and materials including releases, articles, speeches podcasts and videos and develop plans to promote this content through multiple channels to key stakeholder.
- Work collaboratively with other communication and media teams across the University to ensure a coordinated, strategic and consistent approach to activities.
- Stay abreast of opportunities and challenges impacting the institutes and provide proactive counsel on how to leverage/mitigate these.
- Develop and manage processes and systems to drive greater efficiencies, effectiveness and evaluation of key communication initiatives.
- Work with and manage external parties to ensure the outcomes from contracted services are met, deliver value, and are procured within established guidelines.
- Other duties as may be required, in keeping with the requirements of the role and as requested by the Manager to meet the broader requirements of the 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 Manager, Communications and Stakeholder Engagement.

SELECTION CRITERIA

Essential

- Postgraduate qualifications or progress towards postgraduate qualifications and extensive relevant experience in communications; or extensive experience and management expertise; or an equivalent combination of relevant experience and/or education/training.
- Demonstrated ability in developing and implementing integrated communication strategies that align to the organisation's strategic priorities and content strategy that engage a range of stakeholders such as media, community, government, business and industry partners, and staff.
- Exceptional writing, editing and communication skills across the breadth of content required, with demonstrated ability to understand and present complex scientific content in a clear and concise manner.
- High level time-management skills and self-motivation, with the ability to work under time pressure on multiple initiatives concurrently and to work independently and as part of a team.
- Demonstrated knowledge of contemporary and data driven approaches to communication.
- Excellent interpersonal, influencing and advisory skills including the ability to work collaboratively with senior leaders to create buy-in and achieve support for new approaches/initiatives.

Desirable

- Experience in research communication
- An interest in science, health and/or environment issues and experience in the higher education sector

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