



## Position Description

<b>College/Division:</b>	College of Arts and Social Sciences
<b>Faculty/School/Centre:</b>	Research School of Social Sciences
<b>Department/Unit:</b>	School of Politics and International Relations
<b>Position Title:</b>	Research Fellow, Public Policy
<b>Classification:</b>	Academic Level B
<b>Position No:</b>	41586
<b>Responsible to:</b>	Professor Nicholas Biddle

### PURPOSE STATEMENT:

A **Level B Academic (Research Intensive)** is expected to carry out independent and/or team research within the field in which he/she is appointed and to carry out activities to develop his/her research expertise relevant to the particular field of research.

### KEY ACCOUNTABILITY AREAS:

#### Position Dimension & Relationships:

The position is an academic (Level B) position in the School of Politics and International Relations. The successful applicant will work under the supervision of Professor Nicholas Biddle on several projects funded by The Smith Family. The Research Fellow is expected to participate actively throughout the year in the School's academic life. This includes conducting original research, publishing in leading peer-reviewed venues, working on grants and grant applications, engaging in undergraduate, Honours and postgraduate teaching, and fulfilling leadership and administrative duties

#### Role Statement:

Specific duties required of a Level B Academic may include:

- Contribute to the design and delivery of quantitative impact evaluations
- The conduct of research either as a member of a team or independently, and the production of conference and seminar papers and publications from that research in high-impact journals and books
- Assist with the drafting of applications for competitive grant funding.
- Supervision of research-support staff involved in the staff member's research.
- Guidance in the research effort of junior members of research-only academic staff in his/her research
- Contribute to the School's teaching program at the undergraduate and postgraduate level, convening at most 1 course per year in a relevant field or discipline
- Participate in the impact evaluation community
- Attendance at meetings associated with research or the work of the organisational unit to which the research is connected and/or departmental and/or faculty meetings and/or membership of a limited number of committees; and
- Comply with all ANU policies and procedures, and in particular those relating to work health and safety and equal opportunity; and
- Other duties as allocated by the supervisor or the Vice-Chancellor consistent with the classification of the position.

#### Skill Base

A **Level B Academic** will normally have completed a relevant doctoral qualification or have equivalent qualifications or research experience.

In addition he/she may be expected to have had post-doctoral research experience that has resulted in publications, conference papers, reports or professional or technical contributions that give evidence of research ability.

### SELECTION CRITERIA:

1. Completed or close to completed Ph.D. in a relevant discipline.
2. Demonstrated skills and knowledge in quantitative impact evaluation methodologies
3. Growing track record of internationally recognized research (as evidenced through publication in relevant journals and books and/or government publications)
4. Demonstrated ability to teach at all levels in public policy, including the use of Learning Management Systems
5. Demonstrated ability to communicate and interact effectively with a variety of staff and students and the proven ability to promote, develop and maintain strong collaborative relationships both nationally and internationally.
6. Demonstrated ability to foster inclusive, respectful and productive working relationships with staff, students and colleagues at all levels.
7. A demonstrated high level of understanding of equal opportunity principles and a commitment to the application of EO policies in a University context

*The ANU conducts background checks on potential employees, and employment in this position is conditional on satisfactory results in accordance with the [Background Checking Procedure](#) which sets out the types of checks required by each type of position.*

Supervisor/Delegate Name:	Prof Nicholas Biddle	Date:	July 2024
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### References:

[Academic Minimum Standards](#)



## Pre-Employment Work Environment Report

### Position Details

College/Div/Centre	CASS	Dept/School/Section	SPIR
Position Title	Research Fellow	Classification	Level B
Position No.	41586	Reference No.	

In accordance with the Work Health and Safety Act 2011 (Cth) the University has a primary duty of care, so far as reasonably practicable, to ensure the health and safety of all staff while they are at work in the University.

- This form must be completed by the supervisor of the advertised position and forwarded with the job requisition to Appointments and Promotions Branch, Human Resources Division. Without this form jobs cannot be advertised.
- This form is used to advise potential applicants of work environment and health and safety hazards prior to application.
- Once an applicant has been selected for the position they must familiarise themselves with the University WHS Management System via Handbook guidance <https://services.anu.edu.au/human-resources/health-safety/whs-management-system-handbook>
- The hazards identified below are of generic nature in relation to the position. It is not correlated directly to training required for the specific staff to be engaged. Identification of individual WHS training needs must be in accordance with WHS Local Training Plan and through the WHS induction programs and Performance Development Review Process.
- 'Regular' hazards identified below must be listed as 'Essential' in the Selection Criteria - see 'Employment Medical Procedures' at [http://info.anu.edu.au/Policies/\\_DHR/Procedures/Employment\\_Medical\\_Procedures.asp](http://info.anu.edu.au/Policies/_DHR/Procedures/Employment_Medical_Procedures.asp)

### Potential Hazards

<ul style="list-style-type: none"> <li>• Please indicate whether the duties associated with appointment will result in exposure to any of the following potential hazards, either as a <b>regular</b> or <b>occasional</b> part of the duties.</li> </ul>					
<b>TASK</b>	<b>regular</b>	<b>occasional</b>	<b>TASK</b>	<b>regular</b>	<b>occasional</b>
key boarding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	laboratory work	<input type="checkbox"/>	<input type="checkbox"/>
lifting, manual handling	<input type="checkbox"/>	<input type="checkbox"/>	work at heights	<input type="checkbox"/>	<input type="checkbox"/>
repetitive manual tasks	<input type="checkbox"/>	<input type="checkbox"/>	work in confined spaces	<input type="checkbox"/>	<input type="checkbox"/>
Organizing events	<input type="checkbox"/>	<input type="checkbox"/>	noise / vibration	<input type="checkbox"/>	<input type="checkbox"/>
fieldwork & travel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	electricity	<input type="checkbox"/>	<input type="checkbox"/>
driving a vehicle	<input type="checkbox"/>	<input type="checkbox"/>			
<b>NON-IONIZING RADIATION</b>			<b>IONIZING RADIATION</b>		
solar	<input type="checkbox"/>	<input type="checkbox"/>	gamma, x-rays	<input type="checkbox"/>	<input type="checkbox"/>
ultraviolet	<input type="checkbox"/>	<input type="checkbox"/>	beta particles	<input type="checkbox"/>	<input type="checkbox"/>
infra red	<input type="checkbox"/>	<input type="checkbox"/>	nuclear particles	<input type="checkbox"/>	<input type="checkbox"/>
laser	<input type="checkbox"/>	<input type="checkbox"/>			
radio frequency	<input type="checkbox"/>	<input type="checkbox"/>			
<b>CHEMICALS</b>			<b>BIOLOGICAL MATERIALS</b>		
hazardous substances	<input type="checkbox"/>	<input type="checkbox"/>	microbiological materials	<input type="checkbox"/>	<input type="checkbox"/>
allergens	<input type="checkbox"/>	<input type="checkbox"/>	potential biological allergens	<input type="checkbox"/>	<input type="checkbox"/>
cytotoxics	<input type="checkbox"/>	<input type="checkbox"/>	laboratory animals or insects	<input type="checkbox"/>	<input type="checkbox"/>
mutagens/teratogens/ carcinogens	<input type="checkbox"/>	<input type="checkbox"/>	clinical specimens, including blood	<input type="checkbox"/>	<input type="checkbox"/>
pesticides / herbicides	<input type="checkbox"/>	<input type="checkbox"/>	genetically-manipulated specimens	<input type="checkbox"/>	<input type="checkbox"/>
			immunisations	<input type="checkbox"/>	<input type="checkbox"/>
<b>OTHER POTENTIAL HAZARDS (please specify):</b>					
<b>Supervisor/Delegate Name:</b>		<i>Prof Nicholas Biddle</i>		<b>Date:</b>	<i>July 2024</i>