POSITION DESCRIPTION

Post-Doctoral Fellow

Position Level: B
Faculty/Division: Medicine
Position Number: 00069381
Original document creation: 01/03/2020

Position Summary

The National Centre for Clinical Research on Emerging Drugs (NCCRED) is a national research centre that seeks to embed research in clinical practice. It aims to support clinicians to detect and respond to new drug health problems by building clinical research capacity and rapidly translating findings into clinical practice. The Centre supports a national Prompt Response Network (PRN) which allows for rapid, flexible, and collaborative responses to emerging substances that may cause prevalent, persistent, and harmful health and community impacts. The PRN has been co-designed with the community to ensure a high level of community impact and relevance.

The Centre is made up of a consortium of the National Drug and Alcohol Research Centre (NDARC), acting as lead agency, St Vincent’s Health Australia (SVHA), National Drug Research Institute (NDRI) – Curtin University of Technology, and the National Centre for Education and Training on Addiction (NCETA) – Flinders University.

The role of Postdoctoral Fellow reports to NCCRED Senior Research Fellow and has one direct report (PRN Project Officer).

Accountabilities

Specific accountabilities for this role include:

- Engage in individual and/or collaborative research in a manner consistent with disciplinary practice.
- Create scholarly impact in the discipline which is recognised by peers in the advancement of disciplinary knowledge.
• Conduct research/scholarly activities under limited supervision, either independently or as a member of a team (as per the norms of the discipline).
• Establish a personal research portfolio and start developing independent research proposals.
• Contribute to the development of applications for competitive funding under the guidance of senior colleagues.
• Participate as co-investigator or chief investigator in competitive grant applications, or show evidence of active participation in research collaborations funded by competitive grants.
• Design research projects.
• Mentor and guide students and colleagues and develop the next generation of academics through involvement in supervision of HDRs (as per the norms of the discipline).
• Lead the national Prompt Response Network for emerging drugs of concern, including the National Signal Register, the Know Community platform, The Know public website and associated stakeholder management
• Contribute operationally to achieving the strategic aims of NCCRED through participation in activity planning and performance reporting related to key aims of the centre
• Perform other duties as required by the Director or Deputy Director of NCCRED
• Align with and actively demonstrate the UNSW Values in Action: Our Behaviours and the UNSW Code of Conduct.
• Cooperate with all health and safety policies and procedures of the university and take all reasonable care to ensure that your actions or omissions do not impact on the health and safety of yourself or others.

Skills and Experience
• A PhD in health related field or computer science or health information/informatics or information systems or communications science.
• Experience in research, practice or policy in the alcohol and other drug and/or harm reduction sectors is highly desirable.
• Proven commitment to proactively keeping up to date with discipline knowledge and developments.
• Demonstrated track record in research with outcomes of high quality and high impact with clear evidence of the desire and ability to continually achieve research excellence as well as the capacity for research leadership.
• A track record of significant involvement with the profession and/or industry.
• High level communication skills and ability to network effectively and interact with a diverse range of students, staff, stakeholders, including policymakers, clinicians, toxicologists, people with living and lived experience of substance use, and community organisations.

• Demonstrated ability to work in a team, collaborate across disciplines and build effective relationships.

• An understanding of and commitment to UNSW’s aims, objectives and values in action, together with relevant policies and guidelines.

• Knowledge of health and safety responsibilities and commitment to attending relevant health and safety training.

**Pre-employment checks required for this position**

• Verification of qualifications

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**About this document**

This Position Description outlines the objectives, desired outcomes, key responsibilities, accountabilities, required skills, experience and desired behaviours required to successfully perform the role.

This template is not intended to limit the scope or accountabilities of the position. Characteristics of the position may be altered in accordance with the changing requirements of the role.