Position Description

Research Assistant

Position Level 5
Faculty/Division Science
Position Number 00028625
Original document creation 01/12/2021

Position Summary

A Research Assistant (Level 5) is expected to contribute towards the research effort of UNSW and to develop their research expertise through the pursuit of defined projects relevant to their particular field of research.

The main aims of the Research Assistant are to carry out research on small molecule drug discovery in the area of metabolic diseases including obesity, fatty liver disease, diabetes, and ageing. This project will involve working with mice and coordination of mouse studies across multiple projects. The Research Assistant is also expected to provide lab management support, ordering consumables, lab upkeep, and assist in the induction and supervision of students and staff as required.

The role of Research Assistant reports to A/Professor Kyle Hoehn and has no direct reports.

Accountabilities

Specific accountabilities for this role include:

- Conduct research in the area of drug discovery and testing in mouse models of metabolic disease and ageing.
- Contribute in collaborative research with a focus to enhance the quality of research outcomes in the discipline area.
- Conduct research (as per the norms of the discipline) and/or enable research teams to create scholarly output that is recognised by peers.
- Assist in the day-to-day maintenance and operation of the research laboratory, including maintaining laboratory inventories, stock check, ordering of consumables, and maintaining lab compliance with H&S guidelines and other regulatory issues.
- Undertake specific research project/s under the guidance of a research leader and contribute to development of research activities.
- Support students and Research Officers to coordinate and complete studies, including related administrative tasks and data entry.
- Develop and maintain detailed filing systems, spreadsheets, databases, and other administrative systems.
- Undertake techniques including, but not limited to: mouse handling and drug delivery; animal diet formulation from scratch; blood collection; EchoMRI analysis; Oxymax CLAMS analysis, and mass spectrometry to measure drug levels.
- Carry out other research and/or laboratory related duties as directed by supervisor.
- Participate in and/or present at conferences and/or workshops relevant to the project as required.
- Assist with the supervision of research students in the research area where required.
- 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 Bachelor's degree with Honours in a related discipline, and/or relevant work experience.
- Research experience and knowledge in mouse models of metabolic disease or ageing.
- Expertise in mouse handling, monitoring, oral gavage dosing, blood collection, EchoMRI, and/or small molecule mass spectrometry are highly desired for this position.
- Experience in laboratory management and mouse colony management.
- Proven commitment to proactively supporting a research lab and keeping up to date with discipline knowledge.
- Demonstrated ability to undertake high quality academic research.
- Demonstrated ability to work in a team, collaborate across disciplines and build effective relationships.
- Evidence of highly developed interpersonal skills.
- Demonstrated ability to communicate and interact with a diverse range of stakeholders and students.
• 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

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.