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## POSITION DESCRIPTION

# Postdoctoral Research Fellow

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Position Level	A/B
Faculty/Division	Medicine
Position Number	00087968
Original document creation	20/10/2020

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### Position Summary

The Postdoctoral Research Fellow plays a key role at the National Drug and Alcohol Research Centre (NDARC) but will also work collaboratively with other UNSW centres on initiatives of the NHMRC *Advancing the health of people who use drugs: hepatitis C and drug dependence (ASCEND)* program grant.

The Postdoctoral Research Fellow will work closely with senior researchers at NDARC, contributing to a number of projects relating to drug dependence epidemiology, treatment, and surveillance.

The role of Postdoctoral Research Fellow reports to the Senior Research Fellow and has no direct reports

### Accountabilities

Specific accountabilities for this role include:

#### Level A:

- Develop and submit new research grant applications and seek research funding
- Independently plan workload and manage timelines to meet project outcomes within specified timeframes and budget schedules
- Prepare and coordinate project ethics applications and data governance plans, along with the management and collection of data
- Lead and contribute to publications for submission to peer-reviewed journals
- Contribute to the dissemination of research findings to the scientific and wider community
- Contribute to HDR supervision
- Perform other duties as requested by the project leaders

- 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.

**Level B (in addition to the above):**

- Independently plan and execute analyses in accordance with study aims
- Lead the preparation of conference abstracts and publications for submission to peer-reviewed journals
- Lead or contribute to grant applications for new projects

**Skills and Experience**

**Level A:**

- Completed PhD in a relevant discipline, including public health, epidemiology, social science, biostatistics, or health economics and/ or an equivalent level of knowledge gained through any other combination of education, training and/or and experience
- Relevant experience and applied knowledge in a health/medical field
- Demonstrated experience in methodologically rigorous data collection and/or data analyses
- Demonstrated high level written and oral communication skills
- Demonstrated ability to work independently and as part of a collaborative research team
- Evidence of research activity in at least one of NDARC's core workplan areas
- Knowledge of health and safety responsibilities and commitment to attending relevant health and safety training

**Level B (in addition to above)**

- Strong research output, as evidenced by peer-reviewed journals and publications and success in applying and/or attracting competitive research funding
- Demonstrated capacity to carry out independent research as indicated by a proven track record of writing manuscripts for publication in peer-reviewed journals.

**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.