POSITION DESCRIPTION

Research Associate

Position Level: A
Faculty/Division: UNSW Law and Justice
Position Number: 00091023
Original document creation: February 2021

Position Summary

The Research Associate will coordinate and assist in undertaking the final stages of an Australian Research Council (ARC) funded research project: ‘Data Science in Humanitarianism: Confronting Novel Law & Policy Challenges’ (hereafter, the ‘DSH Project’). The Research Associate will conduct research to advance the DSH Project and provide high-level administrative support to the DSH Project research team, including liaising with stakeholders at multiple locations (such as UN Global Pulse).

The Research Associate will work in close collaboration with Chief Investigators (CIs) from both the Faculty of Law and the Faculty of Engineering (School of Computer Science and Engineering) at UNSW Sydney – Professor Fleur Johns and Associate Professor Wayne Wobcke, respectively – and will also liaise with Participating Investigator, Professor David Nelken, of the Dickson Poon School of Law at King’s College London (KCL). There may be some domestic travel required.

The specific aims of the DSH Project are as follows:

1. Examine data science’s use in humanitarian and development-related decision-making, by studying specific projects such as those of UN Global Pulse;
2. Evaluate the “fit” between the above-mentioned practices and traditional approaches to, and conceptions of, law and global governance;
3. Theorise ramifications for law and global governance of using data science in development decision-making and develop recommendations for the use of data science in humanitarian and development work.

The role of Research Associate reports to CI Professor Fleur Johns and has no direct reports.
Accountabilities

Specific accountabilities for this role include:

- Conducts research, publications and conference presentations in collaboration with the CI's independently and as part of a team
- Contribute to the writing of scientific papers and reports for international journals and progress reporting to other researchers and industry partners.
- Assist with the coordination of research activities and actively contribute to research outputs to meet project milestones.
- Contribute to the preparation of research proposal submissions to funding bodies and actively seek collaboration with industry partners as appropriate.
- 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.
- Conducting interviews, and arranging workshops and other meetings for the DSH Project in Sydney, Canberra, and elsewhere as required;
- Day-to-day administration and coordination of the DSH Project including arranging fieldwork, liaising across the DSH Project team, and communication with stakeholders;
- Collection, organisation and analysis of primary and secondary materials relevant to the DSH Project;
- Maintaining a dedicated DSH Project website;
- Record-keeping, data management and reporting, to ensure compliance with ethics approvals, responsible research practice, and tracking of expenditures against the DSH Project budget;
- Undertaking administrative and editorial tasks incidental to the DSH Project;
- 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

- PhD or equivalent qualification in law, social sciences, history and philosophy of technology, or another relevant field.
- Knowledge of scholarly work in fields relevant to the DSH Project (such as the social study of technology, science and technology studies, development studies, international law, international relations).
- Demonstrated ability to conduct independent research with limited supervision.
- Demonstrated track record of publications and conference presentations relative to opportunity.
- Demonstrated ability to work in a team, collaborate across disciplines and build effective relationships.
- Strong interpersonal skills with demonstrated ability to communicate and interact with a diverse range of stakeholders and students.
- Experience in conducting fieldwork involving semi-structured interviews.
- Outstanding organisational and time management skills.
• Knowledge of health and safety responsibilities and commitment to attending relevant health and safety training.

It is not the intention of the position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position. The aspects mentioned above may be altered in accordance with the changing requirements of the role.