## Position Summary

The Research Associate will be based within the UNSW Disability Innovation Institute (the Institute). The role is funded through the award of a major grant from the Wellcome Trust (UK) to Professor Jackie Leach Scully as part of an international project, Disability Matters, that runs for 6 years.

The successful candidate will work with and report to Professor Jackie Leach Scully, Professor of Bioethics and Director of the Disability Innovation Institute at UNSW. The research will be conducted across five countries in key research sites of universities, disabled people’s communities, health research organisations, research funders and spaces of public engagement.

The Research Associate will have no direct reports.

## Accountabilities

Specific accountabilities for this role include:

* Co-lead Phase 3: Methodologies, with CoI Jackie Leach Scully.
* Liaise with project partners and DPOs to support the recruitment of participants, obtain informed consent, and manage data collection and storage.
* Lead the writing, planning and documentation for the ethical approval of all empirical work.
* Organise and support the undertaking of Critical Interdisciplinary Literature Review of research methodologies for disability and health
* Design and deliver Online Methodology Workshops undertaken with disabled researchers to generate disability-smart research principles and practices
* Develop a crowd-sourced Best Practice Portal and Online Handbook on co-producing health research with disabled people.
* Contribute to the writing and publication of a minimum of four journal articles (e.g. Journal of Health Research, Qualitative Inquiry)
* Liaise and collaborate closely with the international research team, experts within the DIIU, and relevant professional staff throughout the project
* Manage data collection and storage on a day-to-day basis and analyse qualitative data independently and in collaboration with team members.
* Organise and support the delivery of the project dissemination strategy
* Assist in the delivery of impact, knowledge exchange and engagement activities
* Contribute to project communications, including managing the Disability Matters website and social media accounts (e.g., X/Twitter), and organise and publicise advisory board meetings, workshops, and conferences.
* Align with and actively demonstrate the [UNSW Values in Action: Our Behaviours](https://unsw.sharepoint.com/sites/values-in-action) and the [UNSW Code of Conduct](https://www.gs.unsw.edu.au/policy/documents/codeofconduct.pdf).
* 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 psychosocial or physical health and safety of yourself or others.

Skills and Experience

* Lived experience of disability
* Relevant tertiary qualification and/or equivalent competence gained through any combination of education, training and experience. Experience with qualitative research methods and data analysis.
* Ability to take responsibility for undertaking research and delivering defined outcomes.
* Experience of public engagement and dissemination in a range of formats, including public events and media engagement.
* Experience of working with disabled people, and/or in disabled people’s organisations or disability representative organisations.
* Demonstrated ability to work collaboratively and productively within a small team, but also to take initiative and work independently.
* Relevant organisational skills, such as: project management, organisation of meetings and workshops, planning and prioritisation of tasks, coordination with other areas within the university.
* Effective communication skills, including the ability to present research to academic and general audiences.
* An understanding of and commitment to UNSW’s aims, objectives and values in action, together with relevant policies and guidelines.
* Knowledge of health & safety (psychosocial and physical) 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.