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POSITION DESCRIPTION

Senior Research Associate

Faculty/Division	Medicine & Health
Classification Level	Academic B
Hours & Span (Category)	ACADEMIC POSITION NO SPAN
Position number	00198423
Shiftwork status	NOT SHIFTWORKER
Allowances	Nil
On call arrangements	Nil
Original document creation	20 June 2024

Position Summary

The Kirby Institute is a world-leading health research institute at UNSW Sydney. We work to eliminate infectious diseases, globally. Our specialisation is in developing health solutions for the most at-risk communities. Putting communities at the heart of our research, we develop tests, treatments, cures and prevention strategies that have the greatest chance of success.

A Senior Research Associate (Level B) is needed to support the Infection Analytics Program in the development of a Framework for Evidence Evaluation in Vaccine Assessment (FEEVA). The FEEVA project is an interdisciplinary venture combining expertise in immunology and evidence assessment. The successful candidate will supervise and carry out literature reviews in the area of vaccine development to produce reports and publications. They will liaise closely with the Australian Living Evidence Collaboration (ALEC, Monash University) to contribute to their work.

The role of Senior Research Associate reports to Professor/Program head or other senior members of the team and will have one direct report.

Accountabilities

Specific accountabilities for this role include:

- Supervise other members of the literature review team and work closely with the evidence assessment teams to develop an evidence framework for vaccine assessment.

- Perform and lead literature reviews in the area of immunology and infectious disease under limited supervision and to agreed project timelines.
- Responsibility to deliver technical reports, manuscripts for publication and grants for external funding. Lead the dissemination of these through appropriate outlets.
- Design and lead specific research project/s under the guidance of a senior IAP researcher and contribute to development of research activities.
- Contribute to the development of applications for competitive funding under the guidance of senior colleagues.
- Liaise with members of the Infection Analytics team and collaborators, and actively participate in meetings and discussions.
- Engage in and/or present at conferences, workshops and expert advisory groups relevant to the project as 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 psychosocial or physical health and safety of yourself or others.

Skills and Experience

- Demonstrated experience in research protocols, evidence synthesis and assessment; experience with GRADE methods is highly desirable.
- Substantial expertise in Immunology, Infectious Diseases and/or Vaccine development is highly desirable.
- A PhD in a related discipline, and proven track record of high-level research outputs in the field including publications.
- Evidence of supervision of projects and personnel (including students) to achieve timely research productivity.
- Excellent written and verbal communication skills, a demonstrated ability to liaise effectively with a diverse range of stakeholders and build effective relationships.
- Superior time management skills, with an ability to work independently to achieve a high quality of outcome.
- Proven commitment to proactively keeping up to date with discipline knowledge and developments.
- Sound analytical and problem-solving skills, including the ability to solve problems by taking initiative, using discretion and demonstrating attention to detail.
- Advanced computer literacy, including the ability to learn and adopt new software packages as required. Demonstrated high-level proficiency in the MS Office Suite (Word, Excel and PowerPoint) essential; Covidence skills desirable.
- 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.