



Expression of Interest

Research Assistant

School of Nursing, Paramedicine and Healthcare Sciences

Faculty of Science and Health

Classification Level 6 Professional staff

Delegation band [Delegations and Authorisations Policy \(see Section 3\)](#)

Special conditions Nil

Workplace agreement [Charles Sturt University Enterprise Agreement](#)

Date last reviewed February 2024



About Charles Sturt University

Purpose

The Wiradjuri phrase *yindyamarra winhanganha* means the wisdom of respectfully knowing how to live well in a world worth living in. This phrase represents who we are at Charles Sturt University – our ethos. It comes from traditional Indigenous Australian knowledge, but it also speaks to the vision of the university – to develop and spread wisdom to make the world a better place.

Vision

Charles Sturt University is set to undergo a decade of great reform that will see the university characterised by these key elements:

- An uncompromising drive towards excellence in every aspect of its operations
- A far-reaching strategic re-positioning of teaching, learning, research, and innovation
- A cementing of our position as Australia’s pre-eminent rural and regional university

The overarching aim is to consolidate our institution so that it is demonstrably more resilient and sustainable by the end of the decade.

Goals

To deliver on our purpose and vision, the university has three key goals:

1. Maintain the university’s position in the top five Australian universities for graduate outcomes based on employment and salary
2. Embed a culture of excellence across all aspects of the university’s operations
3. Exponential growth in research, development, and innovation income in our chosen areas, delivering high impact outcomes for regional Australia

Our values

Charles Sturt has a proud history and is fortunate to have an outstanding group of diverse, passionate, and engaged people working with us. Our values of insightful, inclusive, impactful, and inspiring guide our behaviours and ways of working to help us achieve our ethos of creating a world worth living in.

Performance measures

In addition to the principal responsibilities all staff are required to contribute to the success of the university strategy including meeting university’s eight key performance indicators:

Our Students	<ul style="list-style-type: none">• Commencing progress rate• Student experience
Our Research	<ul style="list-style-type: none">• Research income• Research quality and impact
Our People	<ul style="list-style-type: none">• Engagement• All injury frequency rate
Our Social Responsibility	<ul style="list-style-type: none">• Underlying operating result• Community and partner sentiment



Faculty of Science and Health

School of Nursing, Paramedicine and Healthcare Sciences

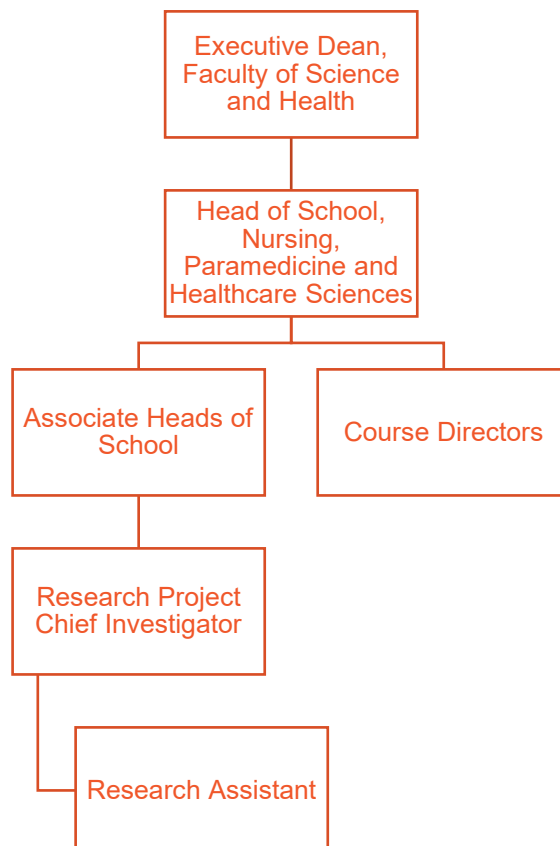
The School of Nursing, Paramedicine and Healthcare Sciences is committed to educating all students to live well and help others to adopt healthy lifestyles in a range of settings. Academic staff are passionate about the transformational nature of education – it is through learning and growth that people achieve their potential.

The courses offered by the School of Nursing, Paramedicine and Healthcare Sciences include undergraduate, postgraduate, and higher degrees by research in nursing, midwifery, paramedicine and First Nations health.

The strength of these courses lies in the opportunities provided to students to develop personally and also professionally, acquiring the knowledge, attitudes and practical skills needed to work autonomously and also as part of a team, as high-quality health professionals.

While there is a particular need for high-quality health professionals in regional, rural and remote locations, graduates of the School are also in high demand in urban and metropolitan settings, reflecting as they do the resilience and independent thinking for which rural Australians are known.

Organisational chart





Reporting relationship

This position reports to: Chief Investigator of the Research Project

This position supervises: N/A

Key working relationships

- Key research stakeholders
- Associate Investigators

Position overview

The purpose of this role is to provide research support to the Chief Investigator of the research project outlined in the expression of interest.

The role will assist the Chief and Associate Investigators in carrying out the research project. The Research Assistant will also be responsible for writing scientific reports, and any other research activities as required. The research assistant will work closely with the chief investigator in the project and carry out the principal responsibilities outlined below:

Principal responsibilities

- Support and undertake development and submission of ethics materials.
- Support research related literature and other searches relevant to the project
- Support the development and dissemination of data collection tools including surveys and organising interview schedules.
- Undertake research data collection and other research activities.
- Engage and work closely with Industry partners involved in the research project.
- Prepare drafts of high-level briefings, scientific reports, submissions, and presentations
- Draft agendas, minutes, correspondence, briefing notes, and guidelines for specific committees and meetings as required.
- Develop and maintain a rigorous record keeping and data management system.
- Complete all other duties appropriate to the classification as required and as directed by the CSU chief investigator.



Role-specific capabilities

This section comprises capabilities from the Charles Sturt [Capability Framework](#) identified as essential or critical for success in this role.

Live our values

Uphold the Charles Sturt University values daily in our own behaviours and interactions with others.

Network

Bring people together and build relationships that deliver desired benefits and outcomes.

Listen closely

Dig deep to understand others, using self-insight to build team spirit and recognise efforts.

Present and communicate information

Speak clearly and fluently, express opinions, make presentations, respond to an audience, show credibility.

Write and report

Write clearly, succinctly and correctly, convince through writing, avoid jargon, structure information.

Analyse

Analyse information, probe for clarity, produce solutions, make judgements, think systemically.

Plan and organise

Set objectives, plan, establish contingencies, manage time, resources and people, monitor progress.

Physical capabilities

The incumbent may be required to perform the following.

- On occasion drive a vehicle distance up to 500km per day within the terms of the university's [Driver Safety Guidelines](#)
- Have access to consistent and reliable internet.



Selection criteria

Applicants are expected to address the selection criteria when applying for this position.

Essential

- A. Completion of an honours level degree; or, at least three quarters through a Master of Philosophy; or, confirmation of candidature in a doctoral degree in a relevant health field without subsequent relevant work experience as a graduate upon appointment; or at least 2 years' subsequent relevant work experience as a research assistant.
- B. Demonstrated capacity to support the conduct and preparation of research as evidenced by involvement and assistance in other research projects, peer reviewed publications, and/or experience of data entry/collection and participant interviews.
- C. High level communication skills, including excellent written, verbal, and presentation skills; effective interpersonal skills appropriate for engaging with a variety of stakeholders.
- D. Proven effective record keeping skills (both paper and electronic), including the ability to work accurately and with excellent attention to detail.
- E. Have demonstrated knowledge and understanding of the specific research topic.



● Brisbane

New South Wales

● Dubbo

● Port Macquarie

● Orange

● Bathurst

Goulburn
NSW Police Academy ●

● Sydney

● Wagga Wagga

● Canberra

● Albury-Wodonga

● Wangaratta
Regional Study Centre

Victoria

● Melbourne

● - Capital city ● - Campus location

