

POSITION DESCRIPTION
Research Midwife
Pregnancy and Development Group

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| Position Title | Research Midwife | | |
| Division | Indigenous Health Research Group | | |
| Position Purpose | <p>The Research Midwife position will cover clinical and administration work across a research projects within the Indigenous Health Research Group – particularly within the observational longitudinal birth cohort for Aboriginal and Torres Strait Islander Families.</p> <p>Following the successful award of a NHMRC Clinical Trials and Cohort Studies grant, the Indigenous Health Research Group is about to start recruitment for an Indigenous birth cohort study co-created by communities around Queensland.</p> <p>This position will focus predominantly on recruitment at Mater Mothers.</p> <p>The Indigenous Queensland Family Cohort Study (I-QFC) is in the final stages of participant visits and data finalisation. The successful applicant will be involved in the finalisation of this study including follow up of each family member including partners and their baby.</p> <p>Of primary importance will be capacity to develop effective and appropriate working relationships with Aboriginal and Torres Strait Islander community members. Aboriginal and Torres Strait Islander applicants are strongly encouraged to apply.</p> | | |
| Location | Aubigny Place, South Brisbane | | |
| Occupational Category and Level | ADM 7 Negotiable with experience (0.6FTE) | | |
| Reporting Relationship | Reports to Professor Kym Rae | | |
| Review Date | January 2025 | | |
| Next Review Due | January 2026 | | |
| Staff Member | TBC | Signature | Date |
| Direct Supervisor | Professor Kym Rae | Signature | Date |

1. OVERVIEW

Mater Group

As a Catholic not-for-profit ministry of Mercy Partners, Mater Group is committed to meeting the healthcare needs of our community through an integrated approach to our health education and research services, which is focused on delivering the highest quality care for our patients. For more than a century in Queensland, Mater has been defined by an abiding commitment to meeting the healthcare needs of the community.

Today, our Mission and Mercy Values continue to guide Mater people in making appropriate decisions for a sustainable, socially relevant healthcare service that is genuinely committed to the community it serves. Mater Group comprises Mater Health, Mater Education, Mater Research and Mater Foundation.

Mater Research

Mater Research (MR) is a world-class institute that is committed to conduct, enable and translate clinically relevant health research. With more than 300 laboratory and clinical researchers working across Mater's hospitals and the world-class Translational Research Institute (TRI), Mater Research is committed to working closely with Mater Health, Mater Education and our growing network of partners to turn scientific discovery into the best possible treatment, care, and outcomes for patients and our broader community.

Mater Research Institute – The University of Queensland

MRI-UQ is an alliance between Mater Research and UQ, providing strategic benefits to both partners. Mater Research brings to the alliance considerable clinical collaboration opportunities and UQ brings all its expertise as a research, education and teaching institution. Mater Research employees, through an affiliation to MRI-UQ have access to world-class research infrastructure and systems.

Translational Research Institute (TRI)

Focusing on a wide range of health and medical research areas, the Translational Research Institute (TRI) is a joint venture between Mater Research (MR) The University of Queensland Diamantina Institute (UQDI), Queensland University of Technology's Institute of Health and Biomedical Innovation (IHBI), and the Princess Alexandra Hospital's Centres for Health Research. The Translational Research Institute brings these research facilities together with the aim to improve and accelerate the translation of medical research into greater patient care.

2. HOURS

This is a part time appointment (0.6FTE). Working hours need to be agreed with one's supervisor. As with all scientific institutes, we acknowledge the need for flexibility in working hours to undertake the experimental procedures appropriate to individual projects.

3. PURPOSE OF POSITION

Of primary importance will be capacity to develop effective and appropriate working relationships with Aboriginal and Torres Strait Islander community members. Aboriginal and Torres Strait Islander applicants are strongly encouraged to apply.

The Research Midwife position will cover clinical and administration work across research projects within the Indigenous Health Research Group particularly for the observational longitudinal birth cohort for Aboriginal and Torre Strait Islander Families.

Following the successful award of a NHMRC Clinical Trials and Cohort Studies grant, the Indigenous Health Research Group is about to start recruitment for an Indigenous birth cohort study co-created by communities around Queensland. This position will focus predominantly on recruitment at Mater Mothers. The Indigenous Queensland Family Cohort Study (I-QFC) is in the final stages of participant visits and data finalisation. The successful applicant will be involved in the finalisation of this study including follow up of each family member including partners and their baby.

4. POSITION DESCRIPTION

Clinical staff who are new to research are strongly encouraged to apply as many of these responsibilities and attributes can be taught.

Key responsibilities of the position include:

4.1. Research Implementation

- Pre-screening potential participants (including informed consent).
- Appropriate recruitment of women who are delivering Aboriginal and Torres Strait Islander infants
- Effective communication via SMS, phone, email with participants for follow-up about research interest, eligibility, medical history and health screening.
- Identification of barriers to adequately support study recruitment in close collaboration with study investigator and develop improved strategies
- Consent participants and complete admin for research coordinator via communication platform in a time sensitive manner.
- Collection of maternal blood and biological samples and processing for long-term storage, as required.
- Implementation and day to day management of the research projects in liaison with hospital staff, research staff and study investigators ensuring efficient processes are instigated and followed.
- Maintain effective communication networks to facilitate efficient conduct of clinical research with clinical staff and with relevant collaborators.
- Develop a strong working relationship with Study Investigators and research staff to ensure effective and timely implementation of clinical research.
- Organise and manage data collection, documentation and appointment calendars in accordance with regulatory standards and project timelines.
- Responsible for ensuring adherence to Research Standard Operating Procedures for collection of tissues and MR/MHS Clinical Policies and Procedures.
- Assist in the identification and resolution of issues associated with the conduct of clinical research in collaboration with the MR/MHS staff, clinicians, external investigators, external sites and collaborators.
- Participate in professional activities including attendance at team meetings, Institute meetings, relevant seminars, conferences and promotional functions.
- Responsible for updating and maintaining Professional Portfolio to ensure requirements are met to maintain professional registration.
- Maintain currency with midwifery practice and industry requirements.

4.2 Safety in the Workplace

- Maintain a safe working environment and complete all mandatory training in a timely manner
- Report any potential hazards to the reporting officer
- Ensure compliance with Workplace Health and Safety (WHS) Standards including drafting of risk assessments and other required WHS documentation

4.3 Human Resources and Development

- Participate constructively in regular performance development reviews and engage in professional development opportunities where appropriate
- Adhere to all Mater Research Limited policies and procedures
- Maintain an MRI-UQ Honorary, Affiliate, or Industry Fellow appointment as required and adhere to all policies and procedures relevant to this appointment at both Mater Research and The University of Queensland.

4.4 Expression of the Mater Values

- Promote and demonstrate the mission and objectives of Mater Research Limited
- Promote and demonstrate the philosophy and values of the Mater Group
- Demonstrate personal attentiveness, sensitivity and non-judgemental manner when interacting with team members, collaborators, and research participants
- Act with integrity, speak with good judgement, and demonstrate respect for others
- Demonstrate values based decision-making and leadership.

5. PRIMARY DELEGATIONS AND ACCOUNTABILITIES

- Reports to Group Leader
- Conducting clinical research to ensure consistency and adherence to Good Clinical Practice (GCP) and all applicable regulatory requirements.
- All Mater Research staff must possess a demonstrated understanding of, and commitment to adhere to all principles in, the Australian Code for Responsible Conduct of Research, the NHMRC National Statement on Ethical Conduct in Research Involving Humans, and the Australian Code for the Care and Use of Animals for Scientific Purposes. All research will be conducted in accordance with these principles and with relevant Mater Research policies in relation to the Responsible Conduct of Research.
- The use of Institute property, equipment and technical support facilities will respect the guidelines established by the Institute.

6. INTELLECTUAL PROPERTY

Mater Research will require the assignment of all rights, in and to all discoveries, and inventions made, developed, or devised while working at or under the guidance of the Mater Research, during the term of the appointment.

7. SELECTION CRITERIA

The successful candidate will possess the following knowledge, experience, or attributes:

- a) Well-developed knowledge of culturally safe and responsive practices and appropriate skills to support a culturally responsive workspace
- b) Well-developed knowledge of Aboriginal and Torres Strait Islander communities and community controlled health services
- c) Current AHPRA midwifery/nursing registration and a bachelor's degree in nursing/midwifery or a related discipline, or equivalent relevant workplace experience.
- d) Experience in continuity of care practice and midwifery practices including:
 - A high-level of interpersonal skills necessary for negotiating and liaising effectively with a diverse range of staff, patients, and other stakeholders.
 - Knowledge of data collection and management systems. An understanding of REDCap and Mater Systems or Queensland Health systems will be viewed favourably.
 - Technical knowledge of human biospecimen collection including blood and tissue will be viewed favourably.
 - Ability to work independently and as part of a multidisciplinary team.
 - Personal attributes of integrity, tact, sound judgement and respect for confidentiality.
- e) Ability to conduct clinical research to ensure consistency and adherence to Good Clinical Practice (GCP).
- f) An ability to rapidly acquire knowledge and technical expertise related to the research specialty.
- g) High level written and verbal communication skills.
- h) Possess analytical and problem-solving skills.
- i) Demonstrate excellent time management and project management skills.
- j) Appropriate digital literacy skills including the use of Microsoft Office Suite (Excel and Word).

8. Personal Qualities

- We strongly encourage applicants who identify as Aboriginal and/or Torres Strait Islander to apply
- Excellent interpersonal skills and the ability work collaboratively with diverse stakeholders across a range of matters.
- Personal attributes of integrity, tact, sound judgement and respect for confidentiality and patient autonomy
- Enthusiasm and willingness to be a flexible part of a busy interactive and interdependent team

9. REVIEW

The position will be subject to mutual, regular, review through Mater's LEAP career development module.