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| ANU_LOGO_mono black_FA.jpg | Position Description |

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| **College/Division:** | College of Arts and Social Sciences |
| **Faculty/School/Centre:**  | Research School of Social Sciences |
| **Department/Unit:**  | ANU Centre for Social Research and Methods |
| **Position Title:**  | Research Fellow / Senior Research Fellow (Evaluation expert) |
| **Classification:** | Level B or C |
| **Position No:** |  |
| **Responsible to:** | A/Prof Nicholas Biddle |
| **Number of positions that report to this role:** |  |
| **Delegation(s) Assigned:** |  |

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| **PURPOSE STATEMENT:**The ANU Centre for Social Research and Methods is seeking to appoint two experts in the design and analysis of quantitative evaluations to work with a team of social scientists and methodologists in a new and expanding centre. The applicants will work closely with senior staff in the centre to develop and apply methods for quantitative evaluations, with a particular focus on experimental and quasi-experimental methods. The successful applicant will be integral to the development of a Policy Experiments Lab (PELab) at the ANU. The candidate will also work on independent research and grants/contracts, and make a limited contribution to teaching at the undergraduate and postgraduate level. **KEY ACCOUNTABILITY AREAS:****Position Dimension & Relationships:** In partnership with the Social Research Centre and the Tax and Transfer Policy Institute in the Crawford School of Public Policy, the ANU Centre for Social Research and Methods is developing a Policy Experiments Lab (PELab) - http://csrm.cass.anu.edu.au/pelab This resource will bring together evaluation experts from across the ANU to work on quantitative evaluations with an experimental or quasi-experimental design. To support this development, the ANU is seeking two early or mid-career researchers who are interested in building a career working with the public sector to help design, evaluate, and publish policy-relevant trials in the social sciences. The applicant will work closely with senior academic staff in the ANU Centre for Social Research and Methods and the Tax and Transfer Policy Institute in the Crawford School of Public Policy, as well as professional researchers within the Social Research Centre. There will be a heavy focus on publishing in leading academic journals, as well as having direct policy impact. The candidates will have a dual appointment within the ANU Centre for Social Research and Methods and the Crawford School of Public Policy.The candidate will also have the opportunity to work on independent research and be encouraged to collaborate with staff from across the ANU and other institutions.**Role Statement:**1. Collaborate with the public sector and/or academic colleagues to design policy relevant experimental or quasi-experimental evaluations
2. Publish in local and international journals on results from trials and evaluations
3. Collaborate with colleagues on the design of new methods for trials and evaluations
4. Represent the ANU at international and national conference and forums
5. Contribute to relevant undergraduate and/or postgraduate courses on evaluation methods
6. Supervise undergraduate or postgraduate students
7. Contribute to the ANU Centre for Social Research and the Tax and Transfer Policy Institute under the direction of the Directors and Deputy Directors
8. Comply with all ANU policies and procedures, and in particular those relating to work health and safety and equal opportunity
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| **SELECTION CRITERIA:**1. A PhD or equivalent research experience in quantitative evaluation or related social science (including, but not limited to, economics, econometrics, statistics, or social research)
2. An extensive research track record (Level C) or demonstrated ability to develop a track record (Level B)
3. Demonstrated ability (Level C) or commitment to develop skills (Level B) in teaching courses on evaluation methods
4. Capacity to undertake independent empirical research
5. Knowledge of the Australian policy environment and/or demonstrated ability to work in new policy domains
6. Success in attracting research funds (Level C) or demonstrated potential to attract research funds (Level B)
7. Ability to write clearly for an academic and policy audience
8. A well articulated research agenda over the next 1-2 years (Level B) or 3-5 years (Level C)
9. A demonstrated understanding of equal opportunity (EO) principles and policies and a commitment to their application in a university context.
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| **Supervisor/Delegate Signature:** |  | **Date:** | 13/11/2017 |
| Printed Name: | A/Prof Nicholas Biddle | **Uni ID:** | U3388699 |

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| **References:** |
| [General Staff Classification Descriptors](http://info.anu.edu.au/hr/Salaries_and_Conditions/Enterprise_Agreement/2010-2012/Schedule_5) |
| [Academic Minimum Standards](http://info.anu.edu.au/hr/Salaries_and_Conditions/Enterprise_Agreement/2010-2012/Schedule_4) |

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|  | Pre-Employment Work Environment Report |

# Position Details

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| **College/Div/Centre** | College of Arts and Social Sciences | **Dept/School/Section** | ANU Centre for Social Research and Methods |
| **Position Title** |       | **Classification** | Level B/C |
| **Position No.** |       | **Reference No.** |       |

In accordance with the Occupational Health and Safety Act 1991 the University has a duty of care to provide a safe workplace for all staff.

1. This form must be completed by the supervisor of the advertised position and forwarded with the job requisition to Appointments and Promotions Branch, Human Resources Division. Without this form jobs cannot be advertised.
2. This form is used to advise potential applicants of work environment issues prior to application.
3. Once an applicant has been selected for the position consideration should be given to their inclusion on the University’s Health Surveillance Program where appropriate – see . http://info.anu.edu.au/hr/OHS/\_\_Health\_Surveillance\_Program/index.asp Enrolment on relevant OHS training courses should also be arranged – see http://info.anu.edu.au/hr/Training\_and\_Development/OHS\_Training/index.asp
4. ‘Regular’ hazards identified below must be listed as ‘Essential’ in the Selection Criteria - see ‘ Employment Medical Procedures’ at http://info.anu.edu.au/Policies/\_DHR/Procedures/Employment\_Medical\_Procedures.asp

# Potential Hazards

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| 1. Please indicate whether the duties associated with appointment will result in exposure to any of the following potential hazards, either as a **regular** or **occasional** part of the duties.
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| **TASK** | **regular** |  | **occasional** |  | **TASK** | **regular** |  | **occasional** |
| key boarding | [x]  |  | [ ]  |  | laboratory work | [ ]  |  | [ ]  |
| lifting, manual handling | [ ]  |  | [ ]  |  | work at heights | [ ]  |  | [ ]  |
| repetitive manual tasks | [ ]  |  | [ ]  |  | work in confined spaces | [ ]  |  | [ ]  |
| catering / food preparation | [ ]  |  | [ ]  |  | noise / vibration | [ ]  |  | [ ]  |
| fieldwork & travel | [ ]  |  | [ ]  |  | electricity | [ ]  |  | [ ]  |
| driving a vehicle | [ ]  |  | [ ]  |  |  |  |  |  |
| **NON-IONIZING RADIATION** |  |  |  |  | **IONIZING RADIATION** |  |  |  |
| solar | [ ]  |  | [ ]  |  | gamma, x-rays | [ ]  |  | [ ]  |
| ultraviolet | [ ]  |  | [ ]  |  | beta particles | [ ]  |  | [ ]  |
| infra red | [ ]  |  | [ ]  |  | nuclear particles | [ ]  |  | [ ]  |
| laser | [ ]  |  | [ ]  |  |  |  |  |  |
| radio frequency | [ ]  |  | [ ]  |  |  |  |  |  |
| **CHEMICALS** |  |  |  |  | **BIOLOGICAL MATERIALS** |  |  |  |
| hazardous substances | [ ]  |  | [ ]  |  | microbiological materials | [ ]  |  | [ ]  |
| allergens | [ ]  |  | [ ]  |  | potential biological allergens | [ ]  |  | [ ]  |
| cytotoxics | [ ]  |  | [ ]  |  | laboratory animals or insects | [ ]  |  | [ ]  |
| mutagens/teratogens/carcinogens | [ ]  |  | [ ]  |  | clinical specimens, including blood | [ ]  |  | [ ]  |
| pesticides / herbicides | [ ]  |  | [ ]  |  | genetically-manipulated specimens | [ ]  |  | [ ]  |
|  |  |  |  |  | immunisations | [ ]  |  | [ ]  |
| **OTHER POTENTIAL HAZARDS (please specify):** |

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| **Supervisor’s Signature:**  |  | **Print Name:** | **A/Prof Nicholas Biddle** | **Date:** | **13/11/2017** |