



Position Title:	Project Pharmacist (Dementia Training Australia (UWA))
Position Classification:	Level 7
Position Number:	316188
Faculty/Office:	Faculty of Health and Medical Sciences
School/Division:	School of Medicine and Pharmacology
Centre/Section:	Western Australian Centre for Health & Ageing
Supervisor Title:	Manager, Dementia Training Australia (UWA)
Supervisor Position Number:	316186

Your work area

Dementia Training Australia (DTA) is responsible for the translation of contemporary knowledge regarding dementia care through the development and delivery of training resources to the aged care workforce. DTA is a collaboration between five Australian universities and Alzheimer's Australia, and is led by the University of Wollongong. Auspiced by the University of Western Australia's Western Australian Centre for Health and Ageing, DTA (UWA) forms a key linkage between research and industry.

Reporting Structure

Reports to: Manager, Dementia Training Australia (UWA)
Direct Reports: Nil

Your role

As the appointee, you will, under broad direction, facilitate the development and delivery of DTA training and resources.

Key responsibilities

Contribute to DTA resource development and delivery of health professional training

- Participate in the management of research projects and training delivery.
- Coordinate the development and delivery of the DTA medications management consultancy program.
- Participate in meetings with project stakeholders to discuss progress, outcomes and plans.
- Contribute to research productivity by providing data analysis, developing research methods and conducting research activities.
- Undertake literature searches and compilation.
- Undertake data collection and complex data analysis.
- Prepare progress reports and papers for publication as co-author.
- Present research findings to seminars and conferences as required.

Administrative tasks

- Assist in the collection, verification and reporting of information associated with DTA projects
- Maintain relevant filing, databases and documentation systems for projects.

Other

- Undertake activities and projects as required by the Manager and/or Director within the scope of this position.

Compliance and Legislative Knowledge

- Comply with University policies and procedures and relevant appropriate legislation; and
- Meet Occupational Safety and Health, anti-discrimination, equal opportunity and other legislative requirements in accordance with the parameters of the position.

Your specific work capabilities (selection criteria)

Essential

1. Completion of an undergraduate or postgraduate pharmacy degree plus relevant work experience and education/training.
2. Substantial research project management experience
3. Demonstrated advanced computer skills particularly with experience in the Microsoft suite of applications.
4. Demonstrated highly developed organisational skills with the ability to manage multiple and often competing tasks with attention to accuracy and detail within deadlines.
5. Demonstrated highly developed oral and written communication skills with cross-cultural sensitivity and the ability to prepare high level reports and papers for publication.

Desirable

1. Demonstrated experience in working with multidisciplinary health professional teams in aged care environments.

Special Requirements

Undertake interstate travel

Provide own vehicle

Occasional after hours work

Compliance

Workplace Health and Safety

All supervising staff are required to undertake effective measures to ensure compliance with the Occupational Safety and Health Act 1984 and related University requirements (including Safety, Health and Wellbeing Objectives and Targets).

All staff must comply with requirements of the Occupational Safety and Health Act and all reasonable directives given in relation to health and safety at work, to ensure compliance with University and Legislative health and safety requirements.

Details of the safety obligations can be accessed at <http://www.safety.uwa.edu.au>

Equity and Diversity

All staff members are required to comply with the University's Code of Ethics and Code of Conduct and Equity and Diversity principles. Details of the University policies on these can be accessed at http://www.hr.uwa.edu.au/publications/code_of_ethics, <http://www.equity.uwa.edu.au>