



## POSITION DESCRIPTION

**Nossal Institute for Global Health,**  
Melbourne School of Population and Global Health  
Faculty of Medicine, Dentistry and Health Sciences

### **Research Assistant/Research Fellow – Global Health Research**

<b>POSITION NO</b>	0042609
<b>CLASSIFICATION</b>	Research Assistant Grade 2/Research Fellow Grade 1, Level A Research Fellow Grade 2, Level B  Level of appointment will be commensurate with the qualifications and relevant experience of the successful appointee.
<b>SALARY</b>	Level A \$66,809 – \$90,657 p.a. or Level B \$95,434 – \$113,323 p.a.
<b>SUPERANNUATION</b>	Employer contribution of 9.5%
<b>EMPLOYMENT TYPE</b>	Full-time (fixed term position) available for 9 months Fixed term contract type: External funding
<b>OTHER BENEFITS</b>	<a href="http://about.unimelb.edu.au/careers/working/benefits">http://about.unimelb.edu.au/careers/working/benefits</a>
<b>CURRENT OCCUPANT</b>	New
<b>HOW TO APPLY</b>	Online applications are preferred. Go to <a href="http://about.unimelb.edu.au/careers">http://about.unimelb.edu.au/careers</a> , under 'Job Search and Job Alerts', select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
<b>CONTACT FOR ENQUIRIES ONLY</b>	Dr Alison Morgan Tel +61 3 8344 9138 Email <a href="mailto:apmorgan@unimelb.edu.au">apmorgan@unimelb.edu.au</a>  <i>Please do not send your application to this contact</i>

For information about working for the University of Melbourne, visit our websites:

[about.unimelb.edu.au/careers](http://about.unimelb.edu.au/careers)  
[joining.unimelb.edu.au](http://joining.unimelb.edu.au)

## ***Position Summary***

This position represents an exciting opportunity to join a dynamic research team as a Research Assistant/Research Fellow within the Nossal Institute for Global Health, part of the Melbourne School of Population and Global Health. The Research Assistant/Research Fellow will be responsible for contributing to the successful completion of a global health research project in early 2018.

The position will report to and work closely with the Head of the Maternal, Sexual and Reproductive Health Unit to ensure the efficient provision of quantitative analytical services within the Nossal Institute for Global Health.

The core purpose of the role is to contribute to the timely completion of a project involving large data set analysis and modelling cost benefit analyses including:

- Maternal morbidity modelling
- Multi country national data analyses
- Cost benefit estimations

The appointee will report to Alison Morgan at the Nossal Institute and as a member of the Melbourne School of Population and Global Health's academic team will be expected to support the broad ethos of the School and the School's compliance with University policies and procedures, including environmental health and safety.

## ***1. Selection Criteria***

### **1.1 ESSENTIAL**

- ▶ A PhD or masters degree in a health economics, epidemiology/biostatistics, public health or a relevant specialist area
- ▶ A developing profile in research as a member of a team, as evidenced by the production of research publications including literature searches, and drafting manuscripts, conference and seminar papers and contributing to grant applications.
- ▶ Demonstrated potential for leadership in research as evidenced by active contribution to research projects with multiple stakeholders
- ▶ At least 2 years' experience conducting large data set and/or complex cost benefit analyses
- ▶ Competency in using a range of statistical programs
- ▶ Excellent written and verbal communication skills, including the ability to communicate with a range of stakeholders from policy and research environments.
- ▶ Demonstrated ability to work independently and collaboratively in a team to achieve project goals and meet agreed deadlines.

### **1.2 DESIRABLE**

- ▶ Experience in the preparation of research proposals or program bids, and a history of success in obtaining research or activity funding
- ▶ Experience working in low and low-middle income countries
- ▶ Experience in publishing in peer reviewed academic journals

**In addition to the above, the following are essential for a Research Fellow, Level B Appointment.**

- ▶ A PhD in a discipline relevant to the subject matter
- ▶ A developing national profile, in both independent research and as a member of a research team, as evidenced by the production of research publications including literature searches, and drafting manuscripts, conference and seminar papers and contributing to grant applications
- ▶ Demonstrated experience and expertise in research in global health research, as well as the management and analysis of survey data.
- ▶ Previous experience running large-scale research projects with multiple stakeholders.
- ▶ Experience in the supervision or co-supervision of postgraduate students and more junior research staff.

## ***2. Special Requirements***

- ▶ NA

## ***3. Key Responsibilities***

### **3.1 RESEARCH & RESEARCH TRAINING - ADVANCEMENT OF THE DISCIPLINE**

- ▶ Prepare and execute a model to estimate the cost benefit of a drug designed to reduce maternal mortality and morbidity.
- ▶ Conduct a further analysis of selected Demographic and Health Surveys
- ▶ Contribute to other quantitative research projects within the Nossal Institute where relevant
- ▶ Manage data collection and analyse survey data.
- ▶ Prepare reports and journal articles for publication.
- ▶ Provide input into decisions about future studies including the sourcing of potential funds and the development of grant applications.
- ▶ Supervision of Research Higher Degree students as appropriate.

### **3.2 ENGAGEMENT**

- ▶ Liaise with members of the research team and key stakeholders as required.

### **3.3 TEACHING & LEARNING**

- ▶ Contribute to and participate in teaching and learning activities in the School as appropriate.

### **3.4 LEADERSHIP & SERVICE**

- ▶ Provide service to the University and actively participate in meetings and committees as appropriate.

- ▶ Other duties commensurate with the position as directed by the Supervisor.
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 5.

**In addition to the above, the Research Fellow, Level B appointee will be required to:**

- ▶ Provide research leadership and high quality, autonomous management of the research project working.
- ▶ Respond to stakeholder enquiries about the project, including enquiries from external researchers wishing to make use of the data.
- ▶ Independent contribution to publications arising from scholarship and research, such as publication of books and in peer reviewed journals

#### ***4. Equal Opportunity, Diversity and Inclusion***

The University is an equal opportunity employer and is committed to providing a workplace free from all forms of unlawful discrimination, harassment, bullying, vilification and victimisation. The University makes decisions on employment, promotion and reward on the basis of merit.

The University is committed to all aspects of equal opportunity, diversity and inclusion in the workplace and to providing all staff, students, contractors, honorary appointees, volunteers and visitors with a safe, respectful and rewarding environment free from all forms of unlawful discrimination, harassment, vilification and victimisation. This commitment is set out in the University's People Strategy 2015-2020 and policies that address diversity and inclusion, equal employment opportunity, discrimination, sexual harassment, bullying and appropriate workplace behaviour. All staff are required to comply with all University policies.

The University values diversity because we recognise that the differences in our people's age, race, ethnicity, culture, gender, nationality, sexual orientation, physical ability and background bring richness to our work environment. Consequently, the People Strategy sets out the strategic aim to drive diversity and inclusion across the University to create an environment where the compounding benefits of a diverse workforce are recognised as vital in our continuous deserve to service for excellence and reach the targets of Growing Esteem.

#### ***5. Occupational Health and Safety (OHS)***

All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct.

OHS responsibilities applicable to positions are published at:

<http://safety.unimelb.edu.au/topics/responsibilities/>

These include general staff responsibilities and those additional responsibilities that apply for Managers and Supervisors and other Personnel.

#### ***6. Other Information***

## 6.1 THE NOSSAL INSTITUTE FOR GLOBAL HEALTH

The Nossal Institute's vision is for a better future through advances in global health.

### **Mission**

Our mission is to support improvements in health of vulnerable communities in partnership, through research, education and inclusive development practice.

### **Values**

The Nossal strongly endorses the global responsibility to work together to achieve the Sustainable Development Goals. Our work is driven by the following principles:

- Health equity: We focus on equity in access to, use of, and payment for health services and other facilities and resources, recognising the role of broad social determinants of health
- Knowledge: We are informed by and contribute to knowledge and evidence based solutions
- Sustainability: We work towards enduring improvements in health through capacity development
- Partnership: Our partnerships are defined by mutual respect and understanding

The Nossal Institute incorporates four areas of expertise:

- Education and Learning
- Maternal, Sexual and Reproductive Health
- Disability Inclusion for Health and Development
- Governance and Finance

The work of the Nossal is supported by the Business Services Unit. The global activities of the Nossal focus on priority areas in Asia-Pacific and Southern Africa, with most work taking place in India, Indonesia, Cambodia, Vietnam, Laos, Papua New Guinea and Mozambique.

### **History**

The Nossal Institute is named in honour of Sir Gustav Nossal and his commitment to translating medical research into health for all.

The Institute was established in 2006 to advocate for the public health of vulnerable communities. The Nossal Institute Ltd, which was incorporated in 1998, is a company within the Institute formed to facilitate the international consultancy work of the Institute.

## 6.2 THE MELBOURNE SCHOOL OF POPULATION AND GLOBAL HEALTH

The Melbourne School of Population Health was established in the Faculty of Medicine, Dentistry and Health Sciences in 2001. It became the Melbourne School of Population and Global Health in 2013. Over 300 academic and professional staff work in the School and through its partner agencies. The School's total budget is in excess of \$50m. There are approximately 120 higher degree research students (predominantly PhD). The School aims to strengthen the understanding, capacity and services of society to meet population health needs and to improve the quality and equity of health care. It employs a population health framework that incorporates public health and preventative medicine, health promotion, clinical medicine and allied healthcare disciplines and an equity and evidence-based approach to health care and health policy. Its research programs aim to elucidate the

genetic, environmental, social and economic determinants of health, and to focus on the evaluation of the health systems, programs and services that seek to prevent disease and injury and to promote health. The School provides research and professional development opportunities for medical undergraduates, postgraduates in a wide range of disciplines, clinicians in all sectors of the health care industry, scientists, professionals and leaders in population health.

The School is currently composed of four Centres, one Institute and two partnership units:

▶ **Centres**

- Centre for Health Equity (CHE)
- Centre for Health Policy (CHP)
- Centre for Epidemiology and Biostatistics (CEB)
- Centre for Mental Health (CMH)

▶ **Institutes**

- The Nossal Institute for Global Health (NIGH)

▶ **Partnership Units**

- Vaccine and Immunisation Research Group (VIRGo)
- Global Burden of Disease Group

Further information about the School is available at <http://www.mspgh.unimelb.edu.au/>

## 6.3 THE FACULTY OF MEDICINE, DENTISTRY & HEALTH SCIENCES

[www.mdhs.unimelb.edu.au](http://www.mdhs.unimelb.edu.au)

The Faculty of Medicine, Dentistry and Health Sciences (MDHS) plays a vital role in the delivery of the University of Melbourne's Strategic Plan 2015-2020: Growing Esteem by providing current and future generations with education and research equal to the best in the world. It is Australia's largest and leading biomedical research faculty. It employs more than 1,700 members of staff, has more than 8,000 students, and total revenue of \$607 million for 2015. Reflecting the complexity of today's global health landscape, the Faculty is made up of six different Schools and four Strategic Research Initiatives, and draws together all areas of human health, ranging from the most basic to the most applied areas of research. The Faculty contributes close to 50 per cent of research conducted at the University.

The Faculty has appointed Australia's first Associate Dean (Indigenous Development) to lead the development and implementation of the Faculty's Reconciliation Action Plan (RAP), which will be aligned with the broader University-wide plan. To enable the Faculty to improve its Indigenous expertise knowledge base, the Faculty's RAP will address Indigenous employment, Indigenous student recruitment and retention, Indigenous cultural recognition and building partnerships with the Indigenous community as key areas of development.

## 6.4 THE UNIVERSITY OF MELBOURNE

Established in 1853, the University of Melbourne is a leading international university with a tradition of excellence in teaching and research. The main campus in Parkville is recognised as the hub of Australia's premier knowledge precinct comprising eight hospitals, many leading research institutes and a wide-range of knowledge-based industries. With

outstanding performance in international rankings, the University is at the forefront of higher education in the Asia-Pacific region and the world.

The University employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.

Further information about working at The University of Melbourne is available at <http://about.unimelb.edu.au/careers>.

## 6.5 GROWING ESTEEM, THE MELBOURNE CURRICULUM AND RESEARCH AT MELBOURNE: ENSURING EXCELLENCE AND IMPACT TO 2025

Growing Esteem describes Melbourne's strategy to achieve its aspiration to be a public-spirited and internationally-engaged institution, highly regarded for making distinctive contributions to society in research and research training, learning and teaching, and engagement. <http://about.unimelb.edu.au/strategy-and-leadership>

The University is at the forefront of Australia's changing higher education system and offers a distinctive model of education known collectively as the Melbourne Curriculum. The new educational model, designed for an outstanding experience for all students, is based on six broad undergraduate programs followed by a graduate professional degree, research higher degree or entry directly into employment. The emphasis on academic breadth as well as disciplinary depth in the new degrees ensures that graduates will have the capacity to succeed in a world where knowledge boundaries are shifting and reforming to create new frontiers and challenges. In moving to the new model, the University is also aligning itself with the best of emerging European and Asian practice and well-established North American traditions.

The University's global aspirations seek to make significant contributions to major social, economic and environmental challenges. Accordingly, the University's research strategy Research at Melbourne: Ensuring Excellence and Impact to 2025 aspires to a significant advancement in the excellence and impact of its research outputs.

<http://research.unimelb.edu.au/our-research/research-at-melbourne>

The strategy recognises that as a public-spirited, research-intensive institution of the future, the University must strive to make a tangible impact in Australia and the world, working across disciplinary and sectoral boundaries and building deeper and more substantive engagement with industry, collaborators and partners. While cultivating the fundamental enabling disciplines through investigator-driven research, the University has adopted three grand challenges aspiring to solve some of the most difficult problems facing our world in the next century. These Grand Challenges include:

- ▶ Understanding our place and purpose – The place and purpose grand challenge centres on understanding all aspects of our national identity, with a focus on Australia's 'place' in the Asia-Pacific region and the world, and on our 'purpose' or mission to improve all dimensions of the human condition through our research.
- ▶ Fostering health and wellbeing – The health and wellbeing grand challenge focuses on building the scale and breadth of our capabilities in population and global health; on harnessing our contribution to the 'convergence revolution' of biomedical and health research, bringing together the life sciences, engineering and the physical sciences; and on addressing the physical, mental and social aspects of wellbeing by looking beyond the traditional boundaries of biomedicine.
- ▶ Supporting sustainability and resilience – The sustainability and resilience grand challenge addresses the critical issues of climate change, water and food security,

sustainable energy and designing resilient cities and regions. In addition to the technical aspects, this grand challenge considers the physical and social functioning of cities, connecting physical phenomena with lessons from our past, and the implications of the technical solutions for economies, living patterns and behaviours.

Essential to tackling these challenges, an outstanding faculty, high performing students, wide collaboration including internationally and deep partnerships with external parties form central components of Research at Melbourne: Ensuring Excellence and Impact to 2025.

## **6.6 GOVERNANCE**

The Vice Chancellor is the Chief Executive Officer of the University and responsible to Council for the good management of the University.

Comprehensive information about the University of Melbourne and its governance structure is available at <http://www.unimelb.edu.au/governance>