



POSITION DESCRIPTION

Melbourne Institute: Applied Economic & Social Research
Faculty of Business and Economics

Ronald Henderson Research Fellow/Senior Research Fellow

POSITION NO	0024017
CLASSIFICATION	Level B or Level C
SALARY	Level B \$98,775 - \$117,290 p.a. Level C \$120,993 - \$139,510 p.a.
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full-time (1.0 FTE)
BASIS OF EMPLOYMENT	Fixed-term position available for 3 years
OTHER BENEFITS	http://about.unimelb.edu.au/careers/working/benefits
HOW TO APPLY	Online applications are preferred. Go to http://about.unimelb.edu.au/careers , select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Professor Guyonne Kalb, Melbourne Institute Tel +61 3 8344 2095 Email g.kalb@unimelb.edu.au OR Professor Shelley Mallett, General Manager, Social Action and Research, Brotherhood of St Laurence tel: +61 3 9483 1177 Email: smallett@bsl.org.au <i>Please do not send your application to this contact</i>

For information about working for the University of Melbourne, visit our website:
about.unimelb.edu.au/careers

Position Summary

The Melbourne Institute and the BSL are currently seeking to appoint a researcher with a strong interest in social policy and expertise in labour economics as a Research Fellow/Senior Research Fellow in a joint position. They collaborated to create this challenging joint full-time position seven years ago, which they would like to continue. The appointee will develop the capacity of the BSL for the economic analysis of social issues while allowing the Institute to further develop its role in applied social policy research. The Research Fellow will provide research support on various projects within the Melbourne Institute and especially within the Labour Economics and Social Policy Research Program, with a focus on research relating to poverty, inequality and social welfare.

The title of the position acknowledges the close personal relationship which existed between Professor Ronald Henderson and the BSL. The Ronald Henderson Research Fellow position is supported by the Ronald Henderson Research Foundation.

The successful applicant will be co-located at the Melbourne Institute at the University of Melbourne and the Brotherhood of St Laurence. Overall supervision and management is co-directed by the General Manager of the BSL Research and Policy Centre and the Director of the Labour Economics and Social Policy Research Program at the Melbourne Institute who negotiate the responsibilities of the position with the appointee, at the project level.

The Melbourne Institute is a research-only department within the Faculty of Business and Economics at the University of Melbourne. It is Australia's leading and longest standing research institute in the field of economics, undertaking cutting-edge research into key issues relevant to modern economic and social policy.

The Melbourne Institute has a core faculty of some 45 academics, a further 14 honorary fellows, 9 professional staff, and 6 PhD students. Reflecting the standards of research excellence achieved at the Melbourne Institute, staff are expected to publish in internationally acclaimed peer reviewed journals and to lead the public debate on economic and social policy.

The Melbourne Institute currently has an organisational structure with six major research programs: i) Labour Economics and Social Policy; ii) Applied Macroeconomics; iii) Health Economics; iv) Economics of Education and Child Development; v) Economic and Social Disadvantage and vi) the Household, Income and Labour Dynamics in Australia (HILDA) Survey.

The Brotherhood of St Laurence (BSL) is an independent non-governmental organisation with strong Anglican and community links and a proud history of high-quality social policy research and advocacy. It is defined by the people that make up the organisation. With over 900 employees and 900 volunteers across more than 50 sites, the BSL strives to help people experiencing disadvantage.

As well as providing services and programs for families and elderly on low incomes, refugees, young people and the unemployed, the BSL has a long-established Research and Policy Centre. The BSL Research and Policy Centre is one of eight divisions at the Brotherhood of St Laurence and has over thirty full-time staff. It has responsibility for examining the causes and effects of poverty and seeding new approaches to social policy, programs and practice that help shape a better future for individuals, families and communities experiencing poverty, inequality and social exclusion. The Centre's work is guided by a commitment to the development of knowledge and evidence that is:

- ethical
- robust
- independent but not neutral; we stand with and for people and places experiencing poverty, inequity and social exclusion
- accessible to diverse audiences

1. Key Responsibilities

The Research Fellow will work on various projects of the Melbourne Institute within the Labour Economics and Social Policy Research Program as well as on projects relevant to the BSL agenda. Where possible the research ought to reflect the interests of both organisations and should be developed by the Melbourne Institute in conjunction with the Brotherhood of St Laurence.

1.1 RESEARCH AND POLICY

- Undertake research either as a member of a team or independently, and produce conference and seminar papers and publications from that research
- Preparing research proposals, either as a member of a team or individually, for submissions to external funding bodies to build research capacity
- Involvement in professional activities including attendance at conferences and seminars in the field of expertise
- Conducting independent and/or team research which would result in publications in refereed journals
- Develop and lead a program of research which is aimed at providing policy advice to remedy the economic and social exclusion of disadvantaged Australians and the creation of a welfare system adapted to contemporary economic and social need
- Frame the research program within the organising themes of BSL research
- Disseminate research through appropriate reports, articles, book chapters etc and through conference presentations
- Communicate research and policy ideas through the media so that they reach a wide national audience
- Assist BSL to contribute in a timely and effective way to the lobbying process
- Engage with and support efforts in the broader welfare sector, research bodies, universities and the general community which reinforce the work and messages of the Brotherhood
- Contribute to research on other agreed areas of social policy where appropriate
- Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 6.

In addition, the Senior Research Fellow will be expected to:

- Make independent and original contributions to research which have a significant impact on his or her field of expertise as demonstrated by a strong record of published work
- Take a leadership role in applying for research funding and in conducting research projects within the Labour Economics and Social Policy research program

1.2 ADMINISTRATION

- Undertake and contribute to administrative functions primarily connected with his/her area of research

1.3 BSL SERVICES

- Build and maintain a sound knowledge of the BSL services
- Actively contribute to the strategic and program development of a service area
- Build and maintain a solid understanding of government policy related to the service operations
- Build and maintain links with other organisations relevant to the work of the Brotherhood in this area and develop partnerships where appropriate

2. Selection Criteria

Research Fellow

2.1 ESSENTIAL

- A PhD in economics or near completion of a PhD, or appropriate equivalent qualifications
- Statistical and applied economic expertise in the quantitative analysis of micro data (including panel data).
- An ability to conduct independent economic research and assume responsibility for the development and completion of research papers.
- A strong interest in the operation of labour markets and in social policy issues – especially poverty, inequality and social welfare
- A track record in research and writing and the potential to develop further research expertise through various projects.
- An ability to work as part of a research team, and work with other members of staff to meet the aims and deadlines of a project.
- An interest and ability to support the media and lobbying work of the BSL based on research results

2.2 DESIRABLE

- An ability to make independent or original contributions to the research program
- Experience of research in the fields of labour economics or social policy
- Demonstrated ability to liaise with external clients in government and business sectors
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Senior Research Fellow

2.1 ESSENTIAL

- A PhD in economics or equivalent
- Academic research excellence in one or more of the following fields: labour economics or applied social policy – especially poverty, inequality and social welfare
- A strong track record in applied research as evidenced by publications in refereed journals
- A demonstrated ability to present research finding to a wide range of audiences

- Extensive expertise in the quantitative analysis of microeconomic data
- Ability to work effectively with external clients in government, business and community sectors
- An ability to work as part of a research team, and to supervise the junior members of staff to meet the aims and deadlines of a project
- An interest and ability to support the media and lobbying work of the BSL based on research results

2.2 DESIRABLE

- Active involvement in community and public policy debate in area of expertise which includes the development of research reports, policy briefs and/or presentations for a non-academic audience
- A track record in obtaining research and/or project based funding
- Experience in managing research teams and projects
- Experience in PhD student supervision

3. *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 desire to strive for excellence and reach the targets of Growing Esteem.

4. 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/people/community/responsibilities-of-personnel>

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

5. Other Information

5.1 ORGANISATION UNIT

<http://melbourneinstitute.unimelb.edu.au/>

The Melbourne Institute is a research-only department within the Faculty of Business and Economics at the University of Melbourne. It is Australia's leading and longest standing research institute in the field of economics, undertaking cutting-edge research into key issues relevant to modern economic and social policy.

The Melbourne Institute has a core faculty of some 40 academics, 17 research support staff, a further 16 honorary fellows, 11 professional/administrative support staff, and 8 PhD students. Reflecting the standards of research excellence achieved at the Melbourne Institute, staff are expected to publish in internationally acclaimed peer reviewed journals and to lead the public debate on economic and social policy.

The Melbourne Institute currently has an organisational structure with six major research programs: i) labour economics and social policy; ii) applied macroeconomics; iii) health economics; iv) economics and social disadvantage v) the Household, Income and Labour Dynamics in Australia (HILDA) Survey; and vi) Economics of Education and Child Development. Researchers may work on projects in different programs, consistent with their research capabilities and work demands.

The incumbent will undertake scholarly and engaged research consistent with the mission of the Melbourne Institute, both individually and joint with colleagues, supervise and support research staff and doctoral candidates, participate in public discussion and debate about important national issues, and actively seek research funding and grants from government and business sectors. In lieu of teaching obligations that are typical of a traditional academic department, the incumbent will be expected to demonstrate the ability to undertake quality engaged research and to work with non-academics on projects that relate to his/her areas of expertise.

5.2 BUDGET DIVISION

The Faculty of Business and Economics at the University of Melbourne has been preparing students for exciting and challenging careers in industry since 1924. We have developed an outstanding reputation, locally and internationally, for the quality of our teaching and research. The Faculty has an active board of business leaders, government representatives and community leaders who contribute to the implementation of our vision.

Organisational Structure

The Faculty is home to Melbourne Business School (MBS) and to six teaching and research departments:

- Accounting
- Business Administration
- Economics
- Finance
- Management and Marketing
- Melbourne Institute of Applied Economic and Social Research
- Melbourne School of Professional and Continuing Education

The Faculty has the following student and academic support centres:

- Academic Support Office
- Student Employability and Enrichment
- Research Development Unit
- The Williams Centre for Learning Advancement

The Faculty is supported by the following Professional Services Units:

- Finance
- Human Resources (including OHS)
- Marketing and Communications
- Service Level and Facilities Management
- Quality Office

The Faculty also hosts two University-wide initiatives:

- ▶ The Melbourne School of Professional and Continuing Education (MSPACE) which provides support to all Academic Divisions for their existing professional, continuing and executive education programs, and operates with a specific whole-of-institution mandate to significantly expand the University's professional, continuing and executive education offerings.

- ▶ The Melbourne Entrepreneurial Centre (MEC) which brings together a number of programs to focus a range of activities aimed at developing an entrepreneurial culture at the University of Melbourne.

Our Programs

There are about 9,500 students enrolled in undergraduate and graduate degrees within the Faculty.

The Bachelor of Commerce is one of the most sought-after business courses in Australia. From 1 May 2013 all graduate programs in business and economics are offered through Melbourne Business School. Melbourne Business School offers a full suite of professional masters programs for those with little work experience right through to the MBA suite. It is also the home of leading research masters degrees and the PhD.

Our Graduates

Since the Faculty was established it has produced over 53,000 graduates. Many of our alumni now occupy senior positions in business, government and academia, in Australia and around the world.

Further information about the Faculty is available at www.fbe.unimelb.edu.au.

5.3 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>.

5.4 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.

5.5 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>