

University of Melbourne Centre for Cancer Research
Faculty of Medicine, Dentistry and Health Sciences

Data-driven Research Hub Manager

POSITION NO	0045173
CLASSIFICATION	PSC 7
SALARY	\$88,171 - \$95,444 p.a.
SUPERANNUATION	Employer contribution of 9.5%
WORKING HOURS	Full time
BASIS OF EMPLOYMENT	Fixed term to 30 September 2020 Fixed term contract type: Externally funded
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 Opportunities' or 'Jobs available to current staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Name Prof Jon Emery Tel +61 39855 7044 Email jon.emery@unimelb.edu.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 University of Melbourne is a member of the Victorian Comprehensive Cancer Centre Alliance (VCCC). As part of its investment in clinical informatics, the VCCC and the Faculty of Medicine, Dentistry and Health Sciences (led by the Melbourne School of Population and Global Health and the Department of General Practice) have co-developed a plan for a data-driven research hub that enables better use of existing health data for research. The research hub will support the growth of health services research and data-driven clinical research, initially focussed on cancer.

The research hub comprises:

- a health data platform comprising linked administrative and clinical data from the VCCC partner hospitals, primary care data and data from the Victorian Cancer Registry. This platform is underpinned by the BioGrid Australia federated data-sharing infrastructure.
- a resource for researchers that provides streamlined access to the health data platform and access to the multi-disciplinary clinical and informatics expertise required for high-impact, data-driven health services and clinical research.

This role is a University of Melbourne Centre for Cancer Research (UMCCR) appointment and will be based in the VCCC building.

The UMCCR wishes to appoint an experienced manager with expertise in health informatics and a demonstrated understanding of the interpretation of health service administrative and clinical data who will manage the development and operation of the research hub and the associated program of work that aims to increase health data-driven research. This will include health services research, health economics and patient outcomes-focussed research, with impact on patient outcomes and the efficiency of health services aiming to inform health policy and practice.

1. Key Responsibilities

1.1 COMPLETE AND MAINTAIN A PLATFORM FOR SHARING HEALTH DATA

- ▶ Liaise with health data managers from 6 VCCC-member health services to access agreed datasets so they can be incorporated into the health data platform.
- ▶ Work closely with the staff of BioGrid Australia to structure the datasets to enable regular updating of the datasets, accurate patient record-level linkage of the datasets and utility of the data for researchers.
- ▶ Work with health information and clinical staff of 6 VCCC-member health services to understand assumptions inherent in data collection and reporting so that unstandardised health data can be better used for research.
- ▶ Expand the primary care data included in the platform in conjunction with the Department of General Practice and the VicReN practice-based research network.
- ▶ In conjunction with the VCCC and the Victorian Cancer Registry (VCR), facilitate the inclusion of VCR definitive diagnosis data in the platform.
- ▶ Liaise with clinicians at VCCC partner hospitals to connect and link relevant clinical datasets and registries to the platform.
- ▶ In collaboration with the VCCC the Steering Group that governs the program and other key stakeholders, develop a strategy for ongoing development of the health data platform.

1.2 MANAGE THE DATA-DRIVEN RESEARCH HUB

- ▶ Provide expertise on, and support access to health data for researchers during the research project concept development phase.
- ▶ Provide researchers with streamlined access to linked datasets.
- ▶ Work with key University academics and the VCCC to build academic capability in analytical and data sciences that underpin data driven research.
- ▶ Foster collaborations between clinical and data science professionals to enable important health services, research-related, questions to be answered.
- ▶ Work with clinicians at VCCC partner hospitals to connect and link relevant clinical datasets and registries to the platform.

1.3 PROGRAM MANAGEMENT

- ▶ Manage the data-driven research hub to align with the VCCC 'Building Analytical Capability for Data-driven Research' program goals, namely:
 - establish a platform for sharing and accessing health data that can grow, be flexible and meets researchers' needs
 - increase health data-driven research, including health services research, health economics and patient outcomes-focussed research, with impact on patient outcomes and efficiency of health services, and with influence on health policy and practice.
- ▶ Ensure the delivery of all program components to time, budget and satisfaction of all stakeholders.
- ▶ Work with and support the VCCC 'Building Analytical Capability for Data-driven Research program' Steering Group to develop, maintain, monitor and evaluate the impact of the platform, the research hub and the program.
- ▶ Assist VCCC Program Managers with development of appropriate interim and final project outcome measures and evaluation and assistance with reporting to the Victorian State Government Department of Health and Human Services where appropriate.

2. Selection Criteria

2.1 ESSENTIAL

- ▶ Tertiary higher degree in health information management, health informatics and/or data sciences with at least 4 years of relevant experience or an equivalent combination of relevant experience and/or education/training.
- ▶ Demonstrated understanding of the use of health data for research.
- ▶ Demonstrable knowledge of and experience in the interpretation of hospital administration and costing data.
- ▶ Demonstrated ability to create and sustain dynamic, engaging and inclusive relationships.
- ▶ Demonstrable strengths in creating networks and collaborating with a diverse range of stakeholders, both internal and external.
- ▶ Demonstrated ability to work autonomously and take initiative when required.
- ▶ Excellent oral and written communication skills.

- ▶ Proven ability to work and deliver on multiple projects and to prioritise conflicting timeframes.
- ▶ Experience writing reports, briefs and other written communications for a range of audiences.

2.2 DESIRABLE

- ▶ Cancer research experience.

3. Job Complexity, Skills, Knowledge

3.1 LEVEL OF SUPERVISION / INDEPENDENCE

Able to work both collaboratively and autonomously.

Able to develop and maintain synergistic working relationships with experts in a range of clinical and academic disciplines.

3.2 PROBLEM SOLVING AND JUDGEMENT

Able to apply expertise to new enterprise and new ways of working.

Comfortable in taking the initiative and exercising sound judgement in resolving matters as they arise.

Innovative and adaptable in the face of changing organisational priorities and ambiguous environments.

High level of discretion, diplomacy and personal integrity.

3.3 PROFESSIONAL AND ORGANISATIONAL KNOWLEDGE

Knowledge of policy and law regarding health data governance and privacy.

3.4 RESOURCE MANAGEMENT

Ability to manage the program budget to deliver all program components to time, budget and satisfaction of all stakeholders.

3.5 BREADTH OF THE POSITION

Able to work across multiple organisations to integrate clinical and academic expertise.

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 desire to strive 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/people/community/responsibilities-of-personnel>

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

6. Other Information

6.1 UNIVERSITY OF MELBOURNE CENTRE FOR CANCER RESEARCH

<http://mdhs.unimelb.edu.au/our-organisation/institutes-centres-departments/the-university-of-melbourne-centre-for-cancer-research>

Led by Professor Sean Grimmond, the University of Melbourne Centre for Cancer Research (UMCCR) aims to foster innovation and integration in cancer care, research, education and training to achieve a world-leading cancer centre and workforce. It brings together leading cancer researchers from across the University to enable collaboration that ultimately results in improved outcomes for cancer patients.

6.2 DEPARTMENT OF GENERAL PRACTICE

www.gp.unimelb.edu.au

The Department of General Practice originated as a unit within the Department of Community Medicine in 1977. It was established as a separate department within the School of Medicine in 2001 and established the Primary Care Research Unit (PCRU) as a centre of excellence in primary care research, research training and knowledge exchange in 2006. With an increased profile within the Melbourne Medical School, the Department has utilised its growing network of general practitioners (GPs) and primary health care providers in the community to ensure that University of Melbourne medical students are provided with quality community based medical education. The Department delivers postgraduate training for primary care nurses, and research training for medical, Honours, Masters and PhD students.

The Department focuses on clinical and health services research and training to achieve its vision through three major research themes. Using clinical data analytics, we explore patient pathways and describe the epidemiology of health and disease in primary care. We are developing a range of risk stratification tools for use within primary care. With a

focus on primary care innovation we develop, test and implement simple and complex interventions including digital technologies with an emphasis on co-design and patient centred care. Our work informs evidence for stepped care models and the medical home. Central to our work is understanding the patient and practitioner experience and involving them in identifying the challenges designing and testing solutions. The Department has successful research programs in Cancer; Children and Young People's Health; Diabetes and Cardio-Metabolic Conditions; Mental Health; and Abuse and Violence.

6.3 FACULTY OF MEDICINE, DENTISTRY AND HEALTH SCIENCES

www.mdhs.unimelb.edu.au

The Faculty of Medicine, Dentistry and Health Sciences has an enviable research record and is the University of Melbourne's largest faculty in terms of management of financial resources, employment of academic and professional staff, teaching of undergraduate and postgraduate (including research higher degree) students and the conduct of basic and applied research. The Faculty's annual revenue is \$630M with approximately 55% of this income related to research activities.

The Faculty has a student teaching load in excess of 8,500 equivalent full-time students including more than 1,300 research higher degree students. The Faculty has approximately 2,195 staff comprising 642 professional staff and 1,553 research and teaching staff.

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 MELBOURNE MEDICAL SCHOOL

<http://www.medicine.unimelb.edu.au/>

The Melbourne Medical School (MMS) was established in 1862 and has a substantial international reputation for its leadership in teaching and training, health research, policy and practice. The MMS is committed to working with the communities we serve to improve health and advance health care. We will do this through our teaching, learning, research, clinical care and advocacy.

The MMS is composed of nine clinical departments (Clinical Pathology, General Practice, Medical Education, Medicine and Radiology, Obstetrics and Gynaecology, Paediatrics, Psychiatry, Rural Health and Surgery) which are embedded within clinical health services throughout metropolitan Melbourne and rural Victoria.

The MMS delivers a suite of health related graduate programs including the Doctor of Medicine (MD), the first professional entry Masters level medical program in Australia. The Melbourne MD delivers a fresh approach to medical training and creates a new benchmark in 21st century medical education.

The MMS is committed to improving the wellbeing of the community through the discovery and application of new knowledge. The research effort of the school is highly collaborative and spans basic to translational research and involves over 800 graduate researchers and 1000 academic staff.

The MMS also actively participates in the public debate and advocacy around key health issues and policy based on our values of commitment, integrity, compassion, respect and service.

6.5 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>.

6.6 THE VICTORIAN COMPREHENSIVE CANCER CENTRE (VCCC)

The vision for the VCCC is to save lives through the integration of cancer research, education and patient care.

Founded in the holistic principles of the internationally-recognised Comprehensive Cancer Centre model, the Victorian Comprehensive Cancer Centre is a powerful alliance of 10 leading research and clinical institutions with a shared commitment to working together to advance and accelerate cancer research, treatments, preventions and cures.

The VCCC's multi-site, multi-disciplinary model brings together the complementary strengths of Peter MacCallum Cancer Centre, Melbourne Health (including The Royal Melbourne Hospital), The University of Melbourne, The Walter and Eliza Hall Institute of Medical Research, The Royal Women's Hospital, The Royal Children's Hospital, Western Health, St Vincent's Hospital Melbourne (including St Vincent's Institute), Austin Health (including the Olivia Newton-John Cancer Research Institute and Austin Lifesciences) and Murdoch Children's Research Institute.

6.7 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.

6.8 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>