



## POSITION DESCRIPTION

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

### Professorial Research Fellow or Principal Research Fellow

<b>POSITION NO</b>	0026426
<b>CLASSIFICATION</b>	Professorial Research Fellow (Level E) or Principal Research Fellow (Level D)
<b>SALARY</b>	\$187,654 p.a. (Level E) or \$145,685 - \$160,500 p.a. (Level D)
<b>SUPERANNUATION</b>	Employer contribution of 17%
<b>WORKING HOURS</b>	Full-time
<b>BASIS OF EMPLOYMENT</b>	Continuing
<b>OTHER BENEFITS</b>	<a href="http://about.unimelb.edu.au/careers/working/benefits">http://about.unimelb.edu.au/careers/working/benefits</a>
<b>HOW TO APPLY</b>	Online applications only via are preferred <a href="https://econjjobmarket.org/">https://econjjobmarket.org/</a>
<b>CONTACT FOR ENQUIRIES ONLY</b>	Professor Roger Wilkins Tel +61 3 8344 2092 Email <a href="mailto:r.wilkins@unimelb.edu.au">r.wilkins@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 website:  
[about.unimelb.edu.au/careers](http://about.unimelb.edu.au/careers)

## ***Professorial Research Fellow (Level E)***

### ***Position Summary***

The Melbourne Institute is Australia's leading applied economics and social policy research hub. The Institute has a longstanding history of building a deep understanding of the key issues affecting contemporary society. The areas of research are extensive and capture labour economics, the economics of education, public economics, economics of the household, health economics, and macroeconomics. The Melbourne Institute is also known for creating survey data (e.g. HILDA, Journeys Home, and MABEL), working with administrative data, and the undertaking of randomized control trials.

The Melbourne Institute is seeking to fill one or more applied research positions at a senior academic level (Principal Research Fellow or Professorial Research Fellow) in one or more of the following fields:

- ▶ Health economics (health systems, ageing, and/or determinants of health and well-being)
- ▶ Public economics (taxation, government spending, income inequality, and/or pro-social behaviour)
- ▶ Labour economics
- ▶ Economics of education or child development
- ▶ Macroeconomics

The successful candidate will be expected to undertake scholarly research, both individually and jointly with colleagues, supervise and support research staff and doctoral candidates, participate in public discussion and evidence based debate about important national issues, help to build the institute's international reputation and support network based on the quality and relevance of its research and be active in seeking contract and research funding from the government, community and the business sectors, and nationally competitive research grants.

### ***1. Key Responsibilities***

The appointees will be key member at the Melbourne Institute. They will be expected to provide academic and administrative leadership.

Specific duties include:

- ▶ making a distinguished personal contribution to the conduct of research at all levels in economics
- ▶ provision of a consistently high level of a personal commitment to and distinguished achievement in a particular area of research or scholarship
- ▶ fostering the research of other groups and individuals within the Melbourne Institute
- ▶ development of research policy
- ▶ securing funding, especially through external research contracts, necessary to support the operation of the Melbourne Institute's research programs
- ▶ preparation of research proposal submissions to external bodies
- ▶ responsibility for the oversight of financial management of grants
- ▶ the preparation of conference and seminar papers and publications from research

- ▶ management of research projects or teams where appropriate
- ▶ developing policy and being involved in administrative matters within the Melbourne Institute or broader Faculty and University
- ▶ participating in community and professional activities related to his/her disciplinary area
- ▶ participating in public discussion and debate about important national issues
- ▶ involvement in professional activities including, subject to availability of funds, attendance at conferences and seminars
- ▶ supervision of doctoral candidates
- ▶ attendance at Melbourne Institute and Faculty meetings and participation in relevant committees
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 5.

## **2. Selection Criteria**

### **2.1 ESSENTIAL**

- ▶ A PhD or equivalent in economics or related discipline
- ▶ Expertise in one or more of the following research fields
  - Health economics (health systems, ageing, and/or determinants of health and well-being)
  - Public economics (taxation, government spending, income inequality, and/or pro-social behaviour)
  - Labour economics (wages and/or employment)
  - Economics of education or child development
  - Macroeconomics
- ▶ Academic excellence and outstanding contribution to research in applied economics/econometrics
- ▶ Exceptional record of academic publications, conference papers, reports and/or professional and/or technical contributions
- ▶ A strong track record of obtaining research funds
- ▶ Demonstrated research leadership and management skills
- ▶ Active involvement in community and public policy debate and development, especially on important economic issues
- ▶ Demonstrated ability to develop and maintain strong links with government agencies and/or the private sector
- ▶ Excellent interpersonal and communication skills
- ▶ Ability to liaise effectively with individuals and groups in the policy sector

### **2.2 DESIRABLE**

- ▶ Experience working in a self-funded research organisation
- ▶ Experience leading and managing a self-funded research unit or team
- ▶ Experience in PhD supervision

## ***Principal Research Fellow (Level D)***

### ***Position Summary***

The Melbourne Institute is a department within the Faculty of Business and Economics and is Australia's leading applied economics and social policy research hub. The Institute has a longstanding history of building a deep understanding of the key issues affecting contemporary society. The areas of research are extensive and capture labour economics, the economics of education, public economics, economics of the household, health economics, and macroeconomics. The Melbourne Institute is also known for creating survey data (e.g. HILDA, Journeys Home, and MABEL), working with administrative data, and the undertaking of randomized controlled trials.

The Melbourne Institute is seeking to fill one or more applied research positions at a senior academic level (Principal Research Fellow or Professorial Research Fellow) in one or more of the following fields:

- ▶ Health economics (health systems, ageing, and/or determinants of health and well-being)
- ▶ Public economics (taxation, government spending, income inequality, and/or pro-social behaviour)
- ▶ Labour economics
- ▶ Economics of education or child development
- ▶ Macroeconomics

The Principal Research Fellow will work closely with senior Melbourne Institute staff providing leadership and fostering excellence in research. He/she will be an accomplished researcher with an established track record in publications and applied policy work appropriate to the level of appointment.

The incumbent will undertake scholarly 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.

### ***1. Key Responsibilities***

The Principal Research Fellow will work one or more of the research teams within the Melbourne Institute. Specific duties include:

- ▶ the conduct of research either as a member of a team or independently, and the production of reports, conference and seminar papers, and publications from that research
- ▶ contribution to, and coordination of, the preparation of research proposal submissions to external funding bodies
- ▶ provision of research leadership, including
  - liaison with clients and funding bodies to develop their research agenda and ensure research output meets their needs;
  - leading research projects for government and other clients;
  - supervision of junior research staff involved in the staff member's research

- ▶ securing funding, especially through external research contracts, necessary to support the operation of the Melbourne Institute's research programs
- ▶ preparation of research proposal submissions to external bodies
- ▶ the preparation of conference and seminar papers and publications from research
- ▶ management of research projects where appropriate
- ▶ participating in community and professional activities related to his/her disciplinary area
- ▶ participating in public discussion and debate about important national issues
- ▶ involvement in professional activities including, subject to availability of funds, attendance at conferences and seminars
- ▶ supervision of doctoral candidates
- ▶ attendance at Melbourne Institute and Faculty meetings and participation in relevant committees
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 5.

## **2. Selection Criteria**

### **2.1 ESSENTIAL**

- ▶ A PhD or equivalent in economics or related discipline
- ▶ Expertise in one or more of the following research fields
  - Health economics (health systems, ageing, and/or determinants of health and well-being)
  - Public economics (taxation, government spending, income inequality, and/or pro-social behaviour)
  - Labour economics (wages and/or employment)
  - Economics of education or child development
  - Macroeconomics
- ▶ Strong track record in applied microeconomics as evidenced by publications in high quality refereed journals and conference presentations.
- ▶ A demonstrated record in undertaking policy-relevant research and communicating the results of that research to a range of stakeholders including the production of research reports for government, effective participation in public forums, interactions with the media and the like.
- ▶ An ability to conduct independent economic and/or social research and assume responsibility for the development and completion of research projects and papers
- ▶ An ability to work as part of a research team, and supervise the junior members of staff to meet the aims and deadlines of a project.
- ▶ Excellent interpersonal and communication skills
- ▶ Demonstrated ability to liaise with external clients in government and business sectors

### **2.2 DESIRABLE**

- ▶ Experience working in a self-funded research organisation

- Experience in PhD supervision

### ***3. Equal Opportunity, Diversity and Inclusion (Applicable to both Level D and Level E)***

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) (Applicable to both Level D and Level E)***

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 (Applicable to both Level D and Level E)***

#### **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

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

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

The Faculty has the following student and academic support centres:

- Academic Support Office
- Research Development Unit
- Student Employability and Enrichment
- 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

### **Our Programs**

There are around 7,500 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 48,000 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](http://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>.