



POSITION DESCRIPTION

Department Physiology

Faculty of Medicine, Dentistry and Health Sciences

Research Support Officer

POSITION NO	0044491
CLASSIFICATION	PSC 5
SALARY	\$68,892 - \$79,130 per annum
SUPERANNUATION	Employer contribution of 9.5%
EMPLOYMENT TYPE	Full-time (fixed-term) position available for 12 months Fixed term contract type: Research
OTHER BENEFITS	http://about.unimelb.edu.au/careers/working/benefits
CURRENT OCCUPANT	New
HOW TO APPLY	Online applications are preferred. Go to http://about.unimelb.edu.au/careers , under 'Job Search and Job Alerts', select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Professor Gordon Lynch Tel +61 3 8344 0065 Email gsl@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 websites:

about.unimelb.edu.au/careers
joining.unimelb.edu.au

Position Summary

The Research Support Officer will perform supervised research on projects related to skeletal muscle physiology including work pertaining to skeletal muscle wasting and skeletal muscle stem cell biology. The Basic and Clinical Myology Laboratory is looking at recruiting talented people for multiple positions.

The position is based in the Department of Physiology at The University of Melbourne. The laboratory has a very strong background in skeletal muscle physiology. Further information about the laboratory and our research programs can be found at <http://biomedsciences.unimelb.edu.au/sbs-research-groups/physiology/basic-and-clinical-myology>

1. Selection Criteria

1.1 ESSENTIAL

- ▶ Completion of a Bachelor of Science or Bachelor of Applied Science degree with Honours in molecular biology, physiology, or a related discipline
- ▶ Demonstrated proficiency in cell culture techniques, including the isolation and maintenance of primary cells
- ▶ Demonstrated experience and expertise in molecular biology, including RNA extraction and quantitative real-time PCR
- ▶ Demonstrated proficiency in molecular biochemistry, including gel electrophoresis and western blot techniques
- ▶ Experience working with small laboratory animals and conducting animal based research experiments involving animal treatments and monitoring
- ▶ The ability to work as a member of a research team as well as perform experiments as part of a supervised research program
- ▶ Demonstrated ability to manage competing priorities and excellent time management skills
- ▶ The capacity to maintain accurate and detailed laboratory records and to develop outstanding written and verbal communication skills
- ▶ Proven ability to complete laboratory-based experiments and perform supervised research as required to meet the needs of granting bodies and research contracts

1.2 DESIRABLE

- ▶ Experience using a Seahorse XF24 Bioanalyser
- ▶ Experience performing fluorescence-activated cell sorting (FACS) and flow cytometry
- ▶ Experience performing next generation whole-transcriptome sequencing (mRNAseq)
- ▶ Experience performing small animal dissections and tissue harvest, particularly skeletal muscle dissections
- ▶ Experience with genotyping transgenic animal lines and maintaining transgenic mouse breeding colonies

- ▶ Experience in immunofluorescent labelling of cells and imaging
- ▶ Publication of original research in refereed journals

2. Special Requirements

- ▶ A willingness to work occasionally outside of normal hours (e.g. occasional weekends and evenings) where the completion of laboratory experiments are deemed necessary.

3. Key Responsibilities

3.1 RESEARCH ASSISTANCE

- ▶ Participation in research and scholarship activities in the laboratory and in the Department of Physiology as directed, including providing assistance to undergraduate and postgraduate students as directed by the postdoctoral scientists and head of the laboratory.
- ▶ Attendance at professional programs (seminars) and scientific meetings as directed.
- ▶ Perform research under the direction and approval of the group leader.
- ▶ Assist in research related to skeletal muscle physiology.
- ▶ Perform data analysis and interpretation.
- ▶ Written and oral reporting of research to laboratory members at lab meetings and eventually presentation of findings at scientific conferences.
- ▶ Contributing to the development of research programs consistent with the goals and objectives of the Basic and Clinical Myology Laboratory.

3.2 ADMINISTRATIVE DUTIES

- ▶ Active involvement in scientific and laboratory meetings. Perform administrative duties as directed, related to the conduct of safe laboratory practices, the ordering of consumables and lab ware and to perform technical tasks in the laboratory.
- ▶ Perform other duties as requested by the appointee's immediate supervisors consistent with the classification of this position
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 6.

4. Job Complexity, Skills, Knowledge

4.1 LEVEL OF SUPERVISION / INDEPENDENCE

Under general direction from the supervisor, the employee will work with lab staff to establish and prioritise an appropriate workflow for the management of the day-to-day tasks associated with the key responsibilities

4.2 PROBLEM SOLVING AND JUDGEMENT

A key skill for this position is the ability to independently and accurately interpret and analyse results and problem solve any unexpected results. Unresolved problems are to be referred to the supervisor(s).

4.3 PROFESSIONAL AND ORGANISATIONAL KNOWLEDGE

The Research Support Officer is expected to become proficient in general lab maintenance and research assistance.

The Research Support Officer will be required to comply with ethical standards in research and other rules and regulations within the area including EH&S/OH&S compliance.

4.4 RESOURCE MANAGEMENT

The employee will monitor stocks of standard laboratory reagents and will be involved with placing orders for services and consumables within a set program budget.

5. Other Information

5.1 DEPARTMENT OF PHYSIOLOGY

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

The Department of Physiology at the University of Melbourne was established in 1862 and has a proud history associated with some of the great names in Australian science. Our research explores the territory between genes and body function with special relevance to the health and diseases affecting the heart and blood vessels, the eyes, the muscles, the brain and nerves, the gastrointestinal system and the processes of intergenerational disease transmission. A remarkable breadth and depth of research expertise and equipment underpins our research that ranges from DNA sequencing to clinical trials. We have human exercise and metabolic laboratories, experimental models of disease, cellular and subcellular electrophysiology and imaging, cellular and molecular laboratories with robots, synthesisers and sequencers, and core facilities for viral vector gene research. We also have strong collaborative links with key Departments, research institutes and other universities nationally and internationally. We receive substantial research funding from a wide range of government and commercial sources. Our goal is to remain at the forefront of scientific research aimed at understanding the function of the human body in health and disease, employing novel and imaginative research methods.

One of our strategic goals is the ongoing development of links between our teaching and research. We invest in the professional development of our undergraduates and equip them with critical thinking skills, knowledge and techniques useful in a range of future careers including research and academia. We are constantly reviewing and refining the curriculum and educational methods to best prepare students for scientific independence as they enter graduate and postgraduate professional and research careers.

5.2 FACULTY OF MEDICINE, DENTISTRY AND HEALTH SCIENCES

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.

5.3 THE UNIVERSITY OF MELBOURNE

The University of Melbourne is a leading international university with a tradition of excellence in teaching and research. With outstanding performance in international rankings, Melbourne is at the forefront of higher education in the Asia-Pacific region and the world. The University of Melbourne is consistently ranked among the world's top universities. Further information about our reputation and global ranking is available at <http://futurestudents.unimelb.edu.au/explore/why-choose-melbourne/reputation-rankings>.

Established in 1853, shortly after the founding of Melbourne, the University is located just a few minutes from the centre of this global city. The main Parkville campus 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.

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/index.html#home>

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 EQUITY AND DIVERSITY

Another key priority for the University is access and equity. The University of Melbourne is strongly committed to an admissions policy that takes the best students, regardless of financial and other disadvantage. An Access, Equity and Diversity Policy Statement, included in the University Plan, reflects this priority.

The University is committed to equal opportunity in education, employment and welfare for staff and students. Students are selected on merit and staff are selected and promoted on merit.

5.6 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/unisec/governance.html>.

6. 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.