



## POSITION DESCRIPTION

**Academic Centre for Health Equity**  
Melbourne School of Population and Global Health  
Faculty of Medicine, Dentistry & Health Sciences

### Research Assistant – Health Promotion in Indigenous Eye Health

<b>POSITION NO</b>	0038477
<b>CLASSIFICATION</b>	Research Assistant Grade 2/ Research Fellow Grade 1, Level A
<b>SALARY</b>	\$66,809 - \$90,657 p.a. (pro rata)
<b>SUPERANNUATION</b>	Employer contribution of 9.5%
<b>WORKING HOURS</b>	Full- time
<b>BASIS OF EMPLOYMENT</b>	Fixed term position available for 12months. 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> , select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
<b>CONTACT FOR ENQUIRIES ONLY</b>	Professor Hugh R. Taylor AC Tel +61 3 8344 9320 Email <a href="mailto:h.taylor@unimelb.edu.au">h.taylor@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)

## ***Position Summary***

The successful applicant will join a dedicated multi-disciplinary team of researchers working on Indigenous eye health. You will be based in Indigenous Eye Health (IEH) in the Indigenous Health Equity Unit, Centre for Health Equity in the Melbourne School of Population and Global Health.

The IEH has developed the Roadmap to Close the Gap for Vision. This is an evidence-informed and sector-supported set of recommendations that outline the whole-of-system approach required to reduce Indigenous eye health inequities. The Roadmap includes activities required at national, jurisdictional and regional levels, and spans domains such as health promotion, health system co-ordination, workforce development, monitoring and evaluation and governance mechanisms.

As part of a small team, you will support and contribute to the work of IEH in health promotion to develop and implement health promotion and social marketing strategies designed to support the Roadmap recommendations. This will include engagement with Indigenous community and health sector stakeholders. The work will focus on eye health promotion and social marketing of eye care to raise awareness of eye health and the availability of eye health services. You will be involved with both Roadmap health promotion and trachoma health promotion activities. You will also be required to support Roadmap implementation activities. You will report directly to the designated lead of the trachoma team, and be expected to take responsibility for key tasks and the organisation of your daily work.

This position will enable you to contribute to improvements in Indigenous eye health delivering genuine community outcome and benefit. This work is of national and international significance, and provides an opportunity to contribute to the systematic implementation of evidence-based sustainable public health strategies using Indigenous eye health as a model.

The appointee will report to Melbourne Laureate Professor, Harold Mitchell Chair of Indigenous Eye Health, Professor Hugh R Taylor AC, and his delegates. As a member of the Melbourne School of Population and Global Health's academic team, the successful candidate 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. Key Responsibilities***

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

- ▶ Collaborate with other team members to produce project outcomes, including the analysis and publication of research findings, and contribute to other professional research, education and advocacy activities.
- ▶ Maintain relationships and partnerships with a broad range of stakeholders including Aboriginal community-controlled health organisations, Primary Health Networks, local hospital networks (or equivalent), eye sector professional associations, optometrists and ophthalmologists and non-government organisations.
- ▶ Work in a culturally competent and respectful manner with particular regard to Aboriginal and Torres Strait Islander people

- ▶ Work with the trachoma team and stakeholders to develop and implement health promotion activities to support the implementation of the Roadmap recommendations within regions across Australia and nationally, specifically:
  - to enhance the eye health capacity in primary health services to improve identification and referral for eye care needs from primary health and to ensure that primary eye care is part of comprehensive primary health care
  - to ensure that health promotion and social marketing improves the awareness and knowledge of eye health, the availability of eye health services and how to access them for Aboriginal and Torres Strait Islander peoples and communities and supports self empowerment. This includes all community members and health services staff
- ▶ Contribute to the preparation of manuscripts for publication in peer reviewed journals.
- ▶ Record, analyse and report work and activities to support future development of health promotion work
- ▶ Contribute to the preparation of material for conference and seminars related to the research.
- ▶ Assist with reporting to relevant funding-bodies.

## **1.2 ENGAGEMENT**

- ▶ Liaise with members of the research team and key stakeholders as required.
- ▶ Contribute to the preparation of manuscripts for publication in peer reviewed journals.
- ▶ Contribute to the preparation of material for conference and seminars related to the project.
- ▶ Design, implement and interpret data analyses related to the project.
- ▶ Assist with reporting to relevant funding-bodies.
- ▶ Prepare materials for ethics submissions.
- ▶ Provide input into decisions about future studies including the sourcing of potential funds and the development of grant applications

## **1.3 TEACHING & LEARNING**

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

## **1.4 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.

## ***2. Selection Criteria***

### **2.1 ESSENTIAL**

- ▶ Completion of an honours degree or equivalent in a relevant field.
- ▶ Demonstrated understanding and knowledge of issues related to Indigenous health, health care delivery and health promotion.
- ▶ Potential to develop a profile in research as a member of a research team, including the ability to contribute to the development of peer-reviewed publications, conference papers or reports and grant applications.
- ▶ Demonstrated experience in working with Indigenous communities including the ability to communicate effectively with Indigenous people and organisations.
- ▶ Capacity to develop relationships and work collaboratively with Indigenous communities and organisations and a broad range of health professionals and health organisations.
- ▶ Demonstrated ability to work independently and collaboratively in a team to achieve project goals, meet agreed deadlines and manage projects in health promotion to support implementation of a national program.
- ▶ Sound written and verbal communication skills, including the ability to communicate with a range of stakeholders from policy, research, health delivery and Indigenous community environments.
- ▶ Previous experience or willingness to participate in teaching and learning in the area of expertise.
- ▶ Capacity and skills to contribute to and support data collection, analysis and reporting

### **2.2 DESIRABLE**

- ▶ A demonstrated interest in or previous experience in research in Indigenous health research.
- ▶ Knowledge of the Australian Indigenous health care system.

## ***3. Special Requirements***

- ▶ This position will require interstate travel including to remote communities.
- ▶ A Working with Children clearance is required.
- ▶ The Employee must plan to take any accrued leave within the contract period stated.
- ▶ The Employee must inform The University of Melbourne of any changes to current visa status or work rights.
- ▶ A motor vehicle driving licence

## ***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 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 ACADEMIC CENTRE FOR HEALTH EQUITY**

The Academic Centre for Health Equity is one of 5 Centres in the recently restructured Melbourne School of Population and Global Health. The Centre brings together a number of existing centres and units that are internationally recognised for their contribution to understanding the social determinants of health and addressing health inequity, consolidating our School's social, behavioural and public health expertise into a single, world-class centre.

Our Centre's seven new units include the existing Centre for Health and Society (including the Gender and Women's Health Unit, the Onemda VicHealth Koori Health Unit, and the Australian Indigenous Studies program); the Evidence and Child Health Unit; the Indigenous Eye Health Unit; and the McCaughey VicHealth Centre for Community Wellbeing, forming a critical mass of expertise in health equity:

- Evidence & Child Health Unit
- Gender & Women's Health Unit
- Health Humanities and Social Sciences Unit
- Indigenous Health Equity Unit
- Indigenous Studies Unit
- McCaughey VicHealth Community Wellbeing Unit
- Non-communicable Disease Prevention and Control Unit

The Academic Centre for Health Equity encompasses a number of current academic disciplines and fields of research that include social epidemiology, behavioral sciences, geography, sociology, ethics, Indigenous studies, history and demography. Research from the Centre will contribute to interdisciplinary health policy and practice across the life course: in households, communities and institutional settings; everywhere that age, income, place, disability, race, gender, and difference affect health and wellbeing.

By addressing our key aim to work with communities and institutions to create and exchange knowledge that improves the social, economic and environmental conditions for equity, health and wellbeing, the Centre for Health Equity will make a very significant contribution to understanding of the causes, pathways and effective responses to health inequities is central to national and international efforts to improve the health and wellbeing of populations.

## 6.2 INDIGENOUS EYE HEALTH GROUP (IEH), INDIGENOUS HEALTH EQUITY UNIT

The IEH forms part of the Indigenous Health Equity Unit within the new Academic Centre for Health Equity, Melbourne School of Population and Global Health. Under the leadership of Professor Hugh R. Taylor AC, a Melbourne Laureate Professor and the inaugural Harold Mitchell Chair of Indigenous Eye Health, IEH is undertaking high quality research and policy development in Indigenous eye health that has provided an evidence base and assessment of the needs in Indigenous eye health and developed specific intervention strategies.

Unlike many illnesses and disabilities, most poor eye health is preventable or treatable. As a group, Indigenous Australians have rates of blindness and vision loss at least 6 times higher than mainstream Australian adults. Key causes of vision impairment in Indigenous Australians include cataract, diabetes-related eye disease and refractive error. In addition, Australia is the only developed country to still have trachoma and in many outback areas, Indigenous communities have rates of trachoma as high as anywhere in the world. This blinding, infectious disease disappeared from mainstream Australia 100 years ago but a concerted program to address trachoma in Australia is still to be implemented. The Unit has developed and published a comprehensive evidence-based and sector supported policy framework to close the gap for vision. The Roadmap to Close the Gap for Vision was launched in 2012 and provides an evidence-based policy framework to eliminate Indigenous eye health inequity in Australia. Current work includes implementation of the Roadmap recommendations in selected regions across Australia and advocacy for adoption of the policy framework.

The Indigenous Eye Health Unit is accommodated at 207 Bouverie Street, Carlton.

[iehu.unimelb.edu.au](http://iehu.unimelb.edu.au)

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#### 6.4 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. Approximately 350 people work in the School. The School employs 223 academic staff, and 111 professional staff. A further 15-20 staff are employed through 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**

- Academic Centre for Health Equity (CHE)
- Centre for Health Policy (CHE)
- 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.pgh.unimelb.edu.au/>

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

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



The Faculty of Medicine, Dentistry & 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 \$628m 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.

## 6.6 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>.

## 6.7 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>