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| **Position Description** |

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| **Research only - Research Officer (Clinical Appraisal Project)** |
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| **Position No:** | New |
| **Department:** | Nursing and Midwifery |
| **School:** | School of Nursing & Midwifery |
| **Campus/Location:** | Alfred Health Clinical School (The Alfred Centre) |
| **Classification:** | Level A – Research Officer |
| **Employment Type:** | Fixed-Term, Part-Time (FTE 0.4) |
| **Position Supervisor:** **Number:** | Lecturer50007316 |
| **Other Benefits:** | <http://www.latrobe.edu.au/jobs/working/benefits>  |

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

School of Nursing & Midwifery – http://latrobe.edu.au/school-nursing-and-midwifery

**For enquiries only contact:**

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When preparing an application for a position at La Trobe University, applicants are encouraged to refer to the Academic Promotions Evidence Matrix <http://www.latrobe.edu.au/policy/documents/academic-promotions-evidence-matrix.pdf>

The matrix gives examples of evidence of performance and achievement at each academic level.  The examples given are indicative rather than prescriptive or exhaustive and applicants may include other examples to demonstrate their performance, achievements and impact.  In particular evidence of research quality, either criteria relevant to ERA or, for applied research, the need for, the quality of, and impact of the research.  Where appropriate applicants for Level D and E should provide evidence of citations.

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| **Position Description** |

**Level A - Research Officer**

A Level A research only academic is expected to contribute towards the research effort of the institution and to develop their research expertise through the pursuit of defined projects relevant to the particular field of research.

**Position Context**

The Research Officer will work on a grounded theory qualitative study seeking to understand the clinical appraisal process during clinical placements in nurse education. A series of interviews are anticipated to be convened with undergraduate students, clinical educators, as well as academic staff. The study will also require observation of clinical appraisal meetings. The position is based at the Alfred Health Clinical School of La Trobe University although the study will be implemented at both the Alfred and Austin Academic Research Networks. Travel to study sites will be necessary.

Under the direction of the study investigator, Ms Rachel Cross, the Research Officer will support the study investigators in tasks associated with recruitment, interviewing and data collection, data management, and data analysis and reporting.

One position is available working weekday hours only. The specific days of the week to be worked are flexible and can be determined by negotiation with the line manager.

The position will commence in April 2017 and is fixed-term, part time (FTE 0.4) for 6 months.

**Duties**

* Facilitate the administration and management of study governance
* Undertake research study recruitment and data collection
* Undertake data analysis and reporting.
* Contribute to conference / seminar papers and publications arising from the research.
* Attend meetings associated with research of the organisational unit to which the research is connected and/or departmental and/or faculty meetings and/or membership of a limited number of committees.

**Key Selection Criteria**

* Completion of Bachelor’s degree in a relevant discipline (e.g., nursing, allied health) and evidence of participation in higher level study relevant to discipline or professional area.
* Evidence of experience in undertaking qualitative research with specific expertise with grounded theory method a preference.
* The ability to work effectively under limited supervision or independently.
* Effective oral and written communication skills, including the ability to interact effectively with people from a diverse range of backgrounds.
* Demonstrated ability to work as a member of a team in a cooperative and collegial manner.
* High level competency in use of software packages including Microsoft Word, Excel, and qualitative data management software such as NVivo.
* Demonstrated understanding of the Privacy Act and confidentiality issues.
* Hold a current Victorian Police Check

**Other relevant information:**

* The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

**La Trobe Values**

At La Trobe we:

* take a world view
* pursue ideas and excellence with energy
* treat people with respect and work together
* are open, friendly and honest
* hold ourselves accountable for making great things happen.

For Human Resource Use Only

Initials: Date: