



## POSITION DESCRIPTION

Melbourne Poche Centre for Indigenous Health  
Faculty of Medicine, Dentistry and Health Sciences

### Academic Specialist in Indigenous Health and Leadership

POSITION NO	0044155
CLASSIFICATION	Level C or Level D
WORK FOCUS CATEGORY	Academic Specialist
SALARY	\$120,993 - \$139,510 (Level C) \$ 145,685 - \$160,500 (Level D)
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full-time (part-time appointments by negotiation)
BASIS OF EMPLOYMENT	Fixed term position available for 5 years Fixed term contract type: Academic Specialist
OTHER BENEFITS	<a href="http://about.unimelb.edu.au/careers/working/benefits">http://about.unimelb.edu.au/careers/working/benefits</a>
HOW TO APPLY	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.
CONTACT FOR ENQUIRIES ONLY	Professor Shaun Ewen Tel +61 3 8344 9230 <a href="mailto:shaun.ewen@unimelb.edu.au">shaun.ewen@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)

## ***Position Summary***

Established in 2014, the Melbourne Poche Centre for Indigenous Health provides training and development for emerging and established Indigenous academic leaders. The Melbourne Poche Centre is a node of the Poche National Network.

The central vision of the Melbourne Poche Centre is to accelerate the development of the Indigenous health workforce through systemic disruption and optimisation, and individualised support, development and opportunity. The two key areas of focus are:

- development of leadership in Indigenous health through fostering the emergence of the next generation of Indigenous leaders, and
- Indigenous PhD recruitment and support.

Both of these areas of activity can be strengthened and informed through increased research activity, and leadership, including in the international context.

This Academic Specialist position (<http://www.policy.unimelb.edu.au/schedules/MPF1154-ScheduleD.pdf>) provides the opportunity to build on the considerable strengths of an existing team and contribute to the growth of a cohort of early career researchers (including PhD candidates) in a research context, and also apply outstanding skills in leadership, advancement and engagement across a national and international community of practice.

The Academic Specialist will also contribute to a range of discrete Indigenous workforce development projects aligned with the interests of the Melbourne Poche Centre, and will work under the broad direction of the Director of the Poche Centre.

The embedding of the Melbourne Poche Centre within the Faculty of Medicine, Dentistry and Health Science also provides significant opportunity for collaboration across the breadth of the Faculty and University.

Indigenous applicants (including from the international community) are strongly encouraged to apply.

## ***1. Selection Criteria***

### **1.1 ESSENTIAL FOR APPOINTMENT AT LEVEL C**

- ▶ Ethical scholar who values diversity, and practices in ways which encourage diversity
- ▶ Outstanding interpersonal and communication skills, with an ability to build and maintain relationships with key stakeholders (internal and external) and work collaboratively
- ▶ Demonstrated successful engagement with Indigenous communities, including the global Indigenous academic community
- ▶ PhD or equivalent professional qualification and experience in relevant fields (e.g. Indigenous workforce, higher education, and advancement)
- ▶ Excellent research publication track record in national and international peer reviewed journals or an excellent track record in leadership, advancement or engagement with solid research outputs
- ▶ Track record of peer-reviewed competitive research grant procurement, or comparable track record in advancement and engagement in Indigenous contexts.
- ▶ Evidence of significant contribution to independent and team-based research
- ▶ Outstanding oral and written communication skills

## 1.2 DESIRABLE

- ▶ Experience in evaluation of programs including impact measures
- ▶ Demonstrated capacity in the leadership of research teams on major research projects or programs

## 1.3 ADDITIONAL CRITERIA FOR APPOINTMENT AT LEVEL D

- ▶ Outstanding and sustained research publication track record in international peer reviewed journals and an excellent track record in leadership, advancement or engagement
- ▶ Outstanding evidence of leadership in relevant domains
- ▶ Very strong track record of peer-reviewed competitive research grant procurement
- ▶ Outstanding evidence of success in advancement and engagement in Indigenous contexts.

## 1.4 SPECIAL REQUIREMENTS

- ▶ All annual leave to be taken during the duration of the contract
- ▶ Some national and international travel will be required
- ▶ Some evenings and 'event' attendance desirable.

# 2. Key Responsibilities

## 2.1 RESEARCH AND RESEARCH TRAINING

- ▶ Participate in research independently and as a member of a research team
- ▶ Preparation of research proposal submission to external funding bodies to obtain external research income
- ▶ Involvement in professional activities including attendance and presentations at conferences and seminars
- ▶ Produce quality conference and seminar papers and scholarly publications in peer reviewed journals
- ▶ Successful management of research projects, including financial management
- ▶ Significantly contribute to research projects and research teams or management of projects, leading to publications in peer reviewed journals

## 2.2 LEADERSHIP AND SERVICE

- ▶ Contribute to the Melbourne Poche Centre's research, leadership and advocacy activity and (inter)national profile
- ▶ Contribute to the day-to-day activities of the Melbourne Poche Centre within areas of expertise
- ▶ Represent the Poche Centre, and possibly the University, and contribute to various Indigenous higher education networks, such as NIRAKN.
- ▶

- ▶ Contribute to creatively conceptualising Indigenous leadership in health.
- ▶ Actively participate in relevant meetings and play a major role in planning or committee work
- ▶ Participate in community and professional activities related to the relevant disciplinary area including attendance and presentations at conferences and seminars
- ▶ Build competence and confidence of Poche staff in presenting the projects, study methods, analysis and results to academic and industry audiences
- ▶ Positive engagement in learning and career development of self and others
- ▶ Effective demonstration and promotion of University values including diversity and inclusion and high standards of ethics and integrity
- ▶ Mentoring of Level A and B staff
- ▶ Active participation in key aspects of engagement within and beyond the University
- ▶ A high level of involvement in professional activities at national level
- ▶ Involvement in the promotion of research links with external bodies
- ▶ High level responsibilities in professional associations and within relevant discipline area
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section4.

### ***3. 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.

### ***4. 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.

## ***5. Other Information***

### **5.1 ORGANISATION UNIT**

Melbourne Poche Centre for Indigenous Health: <http://poche.mdhs.unimelb.edu.au/>

### **5.2 FACULTY OF MEDICINE, DENTISTRY AND 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.

### **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>

