

POSITION TITLE	Research and Engagement Fellow
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FACULTY/INSTITUTE/DIVISION	Academic Division
SCHOOL/SECTION	Peter Underwood Centre
CAMPUS	Launceston
CLASSIFICATION	Level A/B 0.5 FTE Ongoing
DATE	April 2018

POSITION SUMMARY

Open to Talent, the University of Tasmania's strategic plan, sets a bold vision for the future, with high ambitions across the domains of research, students and community. UTAS recognises that achieving this vision is dependent on the people who work for the University.

The UTAS Academic specifies performance expectations in research, learning and teaching, community engagement and service for each academic level and for each discipline area. These performance expectations will inform recruitment to this position and the ongoing obligations of the appointee.

The Peter Underwood Centre (the Centre) is a partnership between the University of Tasmania and the Tasmanian State Government in conjunction with the Office of the Governor of Tasmania. Named for the 27th Governor of Tasmania, the Honourable Peter Underwood, who started the conversation with the University that led to its creation. Pursuing a mutual goal to set high aspirations for the educational outcomes of Tasmanians, the Centre was conceived to lead a process of positive and sustained transformation in Tasmanian education to benefit the whole community. The Centre works to develop and draw together expertise that informs educators, government, industry and community. The work of the Centre falls under three pillars:

1. Foundations of Learning
2. Creativity and Engagement for Learning
3. Success in Learning

Under the direction of the Deputy Director, Dr Becky Shelley, the Research and Engagement Fellow position undertakes research and development predominantly in Pillar 2 of the Centre's work. This will comprise working on existing projects and contributing to the development of new collaborative projects. Current projects are investigating intersections between formal and informal learning, and child-centred research practices. The position will contribute to achieving the Peter Underwood Centre's goals to:

- develop evidence informed strategies for creative and engaged learning
- incubate, showcase and analyse innovations that foster creativity and engagement in learning
- explore intersections and relationships between non-formal and formal learning for enhancing engagement.

The University's Statement of Values indicates a commitment to 'working from the strength that diversity brings'. The University is anxious to work towards fulfilling that commitment through its recruitment policies and practices. In particular, women are especially encouraged to apply for this position.

POSITION RELATIONSHIPS

Supervisor	Deputy Director, Peter Underwood Centre
Direct reports	Casual and contract staff from time to time
Other	The incumbent must relate effectively with: <ul style="list-style-type: none">▪ Directorate and staff of the Peter Underwood Centre▪ Northern Lead, Children's University▪ Representatives of partner organisations;▪ Community organisation representatives;▪ Industry and employer representatives;▪ Local government;▪ Learning Destination representatives;▪ School leaders, teachers and staff;▪ Parents, participating students and student volunteers.

KEY ACCOUNTABILITIES AND OUTCOMES

1.	Be the primary contact for Peter Underwood Centre on the Launceston campus
2.	In line with the Peter Underwood Centre's strategic plan, and in conjunction with the Northern Lead for Children's University, develop and strengthen the Peter Underwood Centre's engagement with the community of Northern Tasmania
3.	Oversee and/or contribute to projects and evaluations in the area of Creativity and Engagement in Learning.
4.	Undertake high-quality research of national standing, initiate and contribute to grant applications for external competitive and other funding, publish research findings.
5.	Represent Peter Underwood Centre at Community and University events and relevant committees based in, or with focus on, the North.
6.	Contribute to the development and maintenance of productive and effective links inside the University and locally and nationally to promote the Peter Underwood Centre including contribution to official communications (web site, social media, media).
7.	Undertake other duties as assigned by the supervisor.

DECISION MAKING AUTHORITY/LEVEL OF RESPONSIBILITY

Under the broad direction of the supervisor and within the context of the University's policies and performance expectations, the appointee has a substantial degree of autonomy.

POSITION CRITERIA

Essential Requirements

1. A research higher degree in Education, Sociology or a relevant field, or an Honours degree and equivalent experience in a relevant area.
2. A good record of, and continuing commitment to, research that has achieved national recognition and made worthwhile contributions to the field of creative technologies, education or social policy as demonstrated by a record of quality publications, presentations at conferences and preferably success in securing external competitive and other funding.

3. Experience in social research and policy analysis.
4. Efficient project management and administrative skills, including experience in co-ordinating activities, budget oversight and completion of tasks.
5. A record of contributing to building and maintaining effective and productive links locally and nationally with the discipline, profession, industry (where relevant) and wider community with an emphasis on the Northern Tasmanian community.
6. Experience in managing programs or engaging in research in a multi-campus or multi-site environment.
7. Capacity to work independently and collaboratively.
8. Highly developed interpersonal and communication skills.
9. Working with vulnerable people registration
10. Drivers licence

Desirable Attributes

1. Experience in the successful organisation of events.
2. Experience in data analysis software applications (eg NVivo, Excel)

WORKPLACE HEALTH AND SAFETY

- All staff will assist the University to create and maintain a safe and healthy work environment by working safely, adhering to instructions and using the equipment provided in accordance with safe operating procedures. Where appropriate, staff will initiate and participate in worksite inspections, accident reporting and investigations and develop safe work procedures.
- All supervising staff are required to implement and maintain the University's WHS Management System in areas under their control, ensuring compliance with legislative requirements and established Policies, Procedures and Guidelines and, provide the appropriate information, instruction, training and supervision.
- Staff will inform their supervisor of any unsafe working practices or hazardous working conditions

STATEMENT OF VALUES



We subscribe to the fundamental values of honesty, integrity, responsibility, trust and trustworthiness, respect and self-respect, and fairness and justice. We bring these values to life by our individual and collective commitment to:

- * Creating and serving shared purpose
- * Nurturing a vital and sustainable community
- * Focusing on opportunity
- * Working from the strength diversity brings
- * Collaborating in ways that help us be the best we can be