



Position Description

College/Division:	College of Asia and the Pacific
Faculty/School/Centre:	Crawford School of Public Policy
Department/Unit:	Tax and Transfer Policy Institute
Position Title:	Research Fellow or Fellow
Classification:	Academic Level B or C
Responsible to:	Tax and Transfer Policy Institute
Number of positions that report to this role:	Nil
Delegation(s) Assigned:	Nil

PURPOSE STATEMENT

The ANU College of Asia and the Pacific leads intellectual engagement with the Asia-Pacific region through research, education and contributions to public debate, and seeks to set the international standard for scholarship concerning the region.

The Crawford School of Public Policy is Australia's leading public policy school, with recognised world-class expertise and experience in economics, political science, environmental management and development, and on key Asia-Pacific countries, especially China, Japan, Korea, Vietnam and Indonesia, as well as Australia.

The Tax and Transfer Policy Institute (TTPI) is a research institute within the Crawford School of Public Policy, one of five Schools/Centres in CAP. The TTPI carries out research on tax and transfer policy, law and implementation for public benefit. Responding to the need to adapt Australia's tax and transfer system to meet contemporary challenges, TTPI delivers policy-relevant research and seeks to inform public knowledge and debate on tax and transfers. TTPI is committed to working with governments, other academic scholars and institutions, business and the community.

The Research Fellow or Fellow will be engaged in research, teaching and management activities of the Tax and Transfer Policy Institute. The Research Fellow will work independently on a range of areas to advance the standing of the Institute. The Research Fellow or Fellow may also act as Deputy Director for the Institute.

KEY ACCOUNTABILITY AREAS

Position Dimension & Relationships:

The Research Fellow or Fellow will work collegially with both academic and professional staff to help deliver on the work priorities of the Tax and Transfer Policy Institute (TTPI) at the Crawford School of Public Policy. The Research Fellow or Fellow will conduct independent research in the area of tax and transfers; submit publish academic papers to leading peer-reviewed journals in economics and/or taxation studies; partner in policy engagement with government and other key stakeholders; and contribute to to teaching at the Crawford School of Public Policy.

Role Statement:

All academic staff within the College are expected to undertake work in three areas of academic activity - education (teaching and learning), research and service (including outreach). The allocation of time to each area will reflect relative opportunities within the School and discipline, as well as individual appointment situations. This expectation applies regardless of the level of appointment, the type of appointment an academic holds, or the part of the University in which an academic may have begun their career at ANU.

Under the broad direction of the TTPI Director, the Research Fellow or Fellow will:

- Undertake research with a view to publishing original and innovative results in leading peer-reviewed journals, books and other fora, present research at academic seminars and national and international conferences, and collaborate with other academic staff both within and outside of the ANU in the area of

taxation and transfers.

- Seek and secure external funding including the preparation of research proposal submissions to external funding bodies in the area of taxation and transfers.
- Contribute to teaching at graduate levels and/or executive education as required. Teaching duties may include, but are not limited to, the preparation and delivery of lectures and tutorials, course design, preparation of online material, marking and assessment and consultations with students.
- Contribute, as required, to the supervision of students at graduate coursework and research levels.
- Undertake, as required, administrative tasks and professional practice within the School, the College and the wider ANU community. These contributions include, but are not limited to, attendance and participation in academic staff meetings, participation in curriculum and accreditation reviews and participation in committees.
- Outreach to the community including prospective students, research institutes, government, the media and the public.
- Comply with all ANU policies and procedures, and in particular those relating work, health and safety and equal opportunity.
- Other duties as required consistent with the classification level of the position.

Occasional after hours work may be required to support recruitment and alumni activities.

Skill Base – Level B Research Fellow

A Level B Lecturer / Research Fellow will undertake independent teaching and research. In research and/or scholarship and/or teaching, the Lecturer / Research Fellow will make an independent contribution through professional practice and expertise and coordinate and/or lead the activities of other staff, as appropriate.

In determining experience relative to qualifications, regard shall be had to teaching experience, experience in research, experience outside tertiary education, creative achievement, professional contributions and/or to technical achievement.

Skill Base – Level C Fellow

A Level C Senior Lecturer / Fellow will make a significant contribution to research and/or scholarship and/or teaching and administration activities. S/he will normally play a major role or provide a significant degree of leadership in scholarly, research and/or professional activities

In determining experience relative to qualifications, regard shall be had to teaching experience, experience in research, experience outside tertiary education, creative achievement, professional contributions and/or to technical achievement.

In addition, a position at this level will normally require a record of demonstrable scholarly and professional achievement in the relevant discipline area.

SELECTION CRITERIA

Level B:

1. A PhD in economics, statistics or cognate discipline, with a record of independent research as evidenced by publications in peer reviewed journals and an ability to attract research funding.
2. Demonstrated high level analytical and empirical problem solving skills with the ability to apply these to defined research issues in taxation using a range of data sources to generate evidence-based findings.
3. Demonstrated knowledge of the Australian tax system and previous experience in policy or academic research about the Australian tax system.
4. High-level communication skills, especially the ability to deliver well-written and comprehensive documentation/reports.
5. Demonstrated ability to use discretion and sound judgement in the development and process of academic research and access to confidential data sources.
6. A demonstrated capacity to interact effectively with colleagues in a multi-disciplinary and multicultural academic environment and to foster inclusive, respectful and productive working relationships with staff, students and colleagues at all levels to deliver optimal outcomes in research.
7. Demonstrated understanding of equal opportunity principles and a commitment to their application in a University context.

Level C:

1. PhD in economics, statistics or cognate discipline with a strong record of independent research, publication and policy leadership and impact with evidence of an international reputation in that discipline.
2. Demonstrated high level analytical and empirical problem solving skills with the ability to apply these to defined research issues in taxation using a range of data sources to generate evidence-based findings and make independent and original contributions to research.
3. Demonstrated knowledge of the Australian tax system and previous experience in policy or academic research about the Australian tax system.
4. High-level communication skills, especially the ability to deliver well-written and comprehensive documentation/reports, demonstrated by a strong record of published work or other demonstrated scholarly activities and a successful record of seeking external research funding.
5. Demonstrated ability to use discretion and sound judgement in the development and process of academic research and access to confidential data sources, and ability to provide leadership in ethical behaviour and ensure that the University's goals and standards are met.
6. A demonstrated capacity to interact effectively with colleagues in a multi-disciplinary and multicultural academic environment (perhaps evidenced by differentiated experience in a variety of institutions), to foster inclusive, respectful and productive working relationships with staff, students and colleagues at all levels to deliver optimal outcomes in research, and to provide leadership in research, including research training and supervision.
7. Demonstrated understanding of equal opportunity principles and a commitment to their application in a University context.

References: [Minimum Standards for Academic Levels \(MSAL\)](#)