

RESEARCH ASSISTANT – WISER HEALTHCARE

DEPARTMENT/UNIT	Musculoskeletal Health and Wiser Health Care Units, Chronic Disease and Ageing, School of Public Health and Preventive Medicine
FACULTY/DIVISION	Medicine Nursing and Health Sciences
CLASSIFICATION	Level A
DESIGNATED CAMPUS OR LOCATION	553 St Kilda Road, Melbourne

ORGANISATIONAL CONTEXT

At [Monash](#), work feels different. There's a sense of belonging, from contributing to something ground-breaking – a place where great things happen. You know you're part of something special and purposeful because, like Monash, your ambitions drive you to make change.

We have a clear purpose to deliver ground-breaking intensive research; a world-class education; a global ecosystem of enterprise – and we activate these to address some of the [challenges](#) of the age, Climate Change, Thriving Communities and Geopolitical Security.

We welcome and value difference and [diversity](#). When you come to work, you can be yourself, be a change-maker and develop your career in exciting ways with curious, energetic, inspiring and committed people and teams driven to make an impact – just like you.

Together with our [commitment to academic freedom](#), you will have access to quality research facilities, infrastructure, world class teaching spaces, and international collaboration opportunities.

We champion an [inclusive workplace culture](#) for our staff regardless of ethnicity or cultural background. We have also worked to improve [gender equality](#) for more than 30 years. Join the pursuit of our purpose to build a better future for ourselves and our communities – [#Changelt](#) with us.

The Faculty of **Medicine, Nursing and Health Sciences** is the largest faculty at Monash University, a global university with campuses across Victoria and international locations in Indonesia, Malaysia, China, India and Italy.

Our Faculty offers the most comprehensive suite of professional health training in Victoria, consistently ranked in the top 40 universities worldwide for clinical, pre-clinical and health sciences.

We want to improve the human condition. That is our vision - it has no expiration date. By educating the current and future healthcare workforce, and undertaking medical research, both discovery and clinical, our students, staff and alumni all work to directly improve people's quality of life, reduce health inequality and promote greater health and social outcomes.

We're globally recognised for our quality education of over 63,000 doctors, nurses, and allied health professionals and health researchers. The future health of our communities is underpinned by the sustained excellence of our education and research capabilities.

We are ambitious and committed to maintaining our position as a leading international medical research and teaching university. We're recognised for the quality of our graduates, the scale and depth of our research, our commitment to translational research, and as a thriving biotechnology hub. To learn more about the Faculty, please visit www.monash.edu/medicine.

Our Faculty includes four Sub-Faculties: Health Sciences, Clinical and Molecular Medicine, Biomedical Medicines, and Translational Medicine and Public Health.

The **School of Public Health and Preventive Medicine** is committed to our vision of Health and wellbeing for all people and communities. We are one of the largest schools of public health in the Asia Pacific region. Through generating and synthesising impactful evidence, supporting the strengthening of our health systems and informing and transforming policy and practice, we can help overcome the health challenges being faced across Australia and more broadly. We have skills, knowledge and excellence across a range of disciplines including epidemiology, research methodology, biostatistics, research ethics, governance, clinical trials, clinical quality registries, qualitative research, evidence synthesis, implementation science, health economics, genomics, forensic science, health systems, services and policy, and clinical practice. This provides a strong foundation upon which we can inform, support and sustain equitable improvements in health for individuals and communities. The School is part of the Faculty of Medicine, Nursing and Health Sciences centred at the Alfred Hospital Campus with satellite units and partners embedded across other major Monash affiliated hospitals, research institutes and public health organisations.

Musculoskeletal Health and Wiser Health Care Units

The Musculoskeletal Health and Wiser Health Care Units comprise internationally renowned researchers in musculoskeletal epidemiology, health services research, evidence synthesis, and implementation science. We undertake high quality clinical and epidemiological research to answer clinically important questions and to promote the translation of clinical evidence into practice and policy change.

Monash and the School of Public Health and Preventive Medicine values staff diversity and champions inclusive practices. We are committed to equitable decision making and apply the principles of [achievement relative to opportunity](#) in our selection processes.

POSITION PURPOSE

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

The Research Assistant will provide a variety of high-quality research services to support the operations of the Wiser Health Care Unit. This will include performing a range of complex research activities that play a critical role in supporting the delivery of health services and implementation of research projects, including evidence syntheses relevant to the program. Tasks will include; undertaking data collection and management, assisting with quantitative and qualitative analyses, preparing ethics submissions, reports and manuscripts for publication, and undertaking research administration activities.

The Research Assistant will report to and work closely with the Deputy Director of the Wiser Health Care Unit to understand the research requirements and will operate with excellence in process and judgement to provide efficient research services in accordance with research protocols and standards.

Reporting Line: The position reports to the Deputy Director, Wiser Health Care Unit)

Supervisory Responsibilities: Not applicable

Financial Delegation: Not applicable

Budgetary Responsibilities: Not applicable

KEY RESPONSIBILITIES

Specific duties required of a Level A research-only academic may include:

1. The conduct of research under limited supervision either as a member of a team or, where appropriate, independently and the production or contribution to the production of conference and seminar papers and publications from that research
2. Involvement in professional activities including, subject to availability of funds, attendance at conferences and seminars in the field of expertise
3. Limited administrative functions primarily connected with the area of research of the academic
4. Development of a limited amount of research-related material for teaching or other purposes with appropriate guidance from other staff
5. Occasional contributions to teaching in relation to their research project(s)
6. Conduct of advanced research procedures
7. Attendance at meetings associated with research or the work of the organisational unit to which the research is connected and/or at departmental, school and/or faculty meetings and/or membership of a limited number of committees
8. Advice within the field of the staff member's research to postgraduate students
9. Other duties as directed from time to time

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
 - An honours degree in the relevant discipline or have equivalent qualifications or research experience

Knowledge and Skills

2. Demonstrated analytical and manuscript preparation skills; including a track record of refereed research publications
3. Ability to solve complex problems by using discretion, innovation and the exercise diagnostic skills and/or expertise
4. Well-developed planning and organisational skills, with the ability to prioritise multiple tasks and set and meet deadlines
5. Excellent written communication and verbal communication skills with proven ability to produce clear, succinct reports and documents
6. A demonstrated awareness of the principles of confidentiality, privacy and information handling

7. A demonstrated capacity to work in a collegiate manner with other staff in the workplace
8. Demonstrated computer literacy and proficiency in the production of high level work using software such as Microsoft Office applications and specified university software programs, with the capability and willingness to learn new packages as appropriate
9. Excellent data management skills, including collection and appraisal/analysis of quantitative and qualitative data
10. Experience in performing systematic reviews, including constructing and executing searches, applying eligibility criteria, assessing risk of bias and GRADE, and use of systematic review platforms such as RevMan web
11. Familiarity with medical, nursing and health sciences electronic databases and searching principles
12. Familiarity with survey methods and use of Qualtrics and/or other relevant platforms
13. Familiarity with qualitative research methods and use of NVivo
14. Familiarity with implementation science

OTHER JOB RELATED INFORMATION

- Travel to other campuses of the University may be required
- There may be a requirement to work additional hours from time to time
- There may be peak periods of work during which taking of leave may be restricted

GOVERNANCE

Monash University expects staff to appropriately balance risk and reward in a manner that is sustainable to its long-term future, contribute to a culture of honesty and integrity, and provide an environment that is safe, secure and inclusive. Ensure you are aware of and adhere to University policies relevant to the duties undertaken and the values of the University. This is a standard which the University sees as the benchmark for all of its activities in Australia and internationally.