

Position Description

Research Assistant



Faculty/Portfolio	Faculty of Health
School/Centre	School of Nursing and Midwifery
Basis of Employment	Part-time 0.5 FTE and fixed term March 2020 to March 2021
Primary Location of Work	Melbourne Burwood Campus
Classification	148 Step 3
Reporting Line	Dr Virginia Hagger

ABOUT DEAKIN

Deakin University is proud to be recognised as an organisation that offers a friendly, supportive and challenging working environment. Our staff are committed to making a genuine difference to people's lives through excellence in education and research. We acknowledge the importance of providing a dynamic and diverse working environment and offer variety in day-to-day roles as well as professional development opportunities to assist staff to grow and progress their careers. Deakin University staff have the opportunity to interact with colleagues from a diverse range of cultures and professional backgrounds, all of whom share a common interest in lifelong learning.

Deakin is Australia's sixth largest university and ranks first in Victoria for both student satisfaction and graduate employment. Deakin operates five campuses; the Cloud Campus, Melbourne Burwood Campus, Geelong Warrnambool Campus, Geelong Waterfront Campus, and the Warrnambool Campus. We have corporate centres in Melbourne's CBD, and at the Burwood, Waterfront and Warrnambool campuses, as well as offices in South Asia, China, Indonesia, Latin America, Europe, Malaysia, Vietnam, Pakistan and Singapore.

WHY WORK FOR OUR UNIVERSITY?

[SCHOOL OF NURSING
AND MIDWIFERY](#)

[FACULTY OF HEALTH](#)

[Benefits of working
at Deakin](#)

[Deakin's Strategic
Plan – LIVE Agenda](#)

DEAKIN'S PROMISE TO EQUITY, DIVERSITY AND INCLUSION

At Deakin we value diversity, embrace difference and nurture a connected, safe and respectful community. Deakin is an Employer of choice for Gender Equality, a proud member of the SAGE Athena SWAN program seeking gender equity for Women in STEMM, and a Gold award holder in the Australian Workplace Equality Index for LGBTI inclusion. We strongly encourage applications from Aboriginal and Torres Strait Islander people and people of all cultures, abilities, sex and genders.

deakin.edu.au/about-deakin/careers-at-deakin



POSITION OVERVIEW

The primary purpose of the Research Assistant is to initiate and conduct research in the area of Nursing. Research is conducted independently, or as part of a team, in the context of frequent consultation with other team members and with the responsible research investigators. The Research Assistant is expected to contribute towards the research effort of the University and develop his/her research expertise through the pursuit of defined research projects relevant to the particular field of research.

Key Relationships:

Internal	<ul style="list-style-type: none">• <i>Research team and team leader</i>• <i>The appointee will work with support and direction from staff classified at Level B and above</i>
External	<ul style="list-style-type: none">• Expert Advisory Group members

PRIMARY RESPONSIBILITIES

- Initiate and conduct research under limited supervision either as a member of a team, or independently (where appropriate), to achieve the objectives of specific funded project/s.
- Contribute to building an active research record; prepare findings for oral and written communication including publications and the generation of external research income.
- Effectively produce data, maintain data protocols and enter data into the database. Conduct preliminary data cleaning, screening and analysis.
- Constructively contribute to a vibrant research team, including participating with colleagues in developing and maintaining links and partnerships with industry and the wider community.
- Promote the activities of the University, particularly those relating to research and research training, within academic and professional communities locally and in Australia.
- Contribute to teaching in relation to the research project(s).
- Develop research-related material for teaching or other purposes, with appropriate guidance from other staff.
- Undertake some administrative functions primarily connected with the area of research.
- Attend meetings associated with the research project(s) with which the researcher is involved and other meetings as appropriate.
- Any other duties as directed, commensurate with the scope and classification of the position.

ABOUT YOU

To be successful at Deakin you are willing to enthusiastically embrace the Deakin Offer and Promise as expressed in the Deakin University Strategic Plan, and must share the University's values.

You will be a person who is ambitious for Deakin University's success and optimistic about its future; and will display diligence, have great resolve and a focus on producing results.

SELECTION CONSIDERATIONS

Qualifications and Experience:

- An equivalent combination of training and experience or a Postgraduate qualification in a health discipline.
- Experience conducting literature reviews and qualitative research methods an advantage.

Capabilities and Personal Attributes:

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- Demonstrated communication and interpersonal skills with the ability to produce clear and accurate communications that are appropriate for their intended audience
- Proven capability to work positively and effectively as part of a collaborative work team, to accommodate and work well with different working styles and to work independently where required
- Demonstrated ability to organise and plan, and to meet rigid and conflicting demands and deadlines, along with the ability to adapt to changed priorities

SPECIAL REQUIREMENTS

- Working With Children Check (refer to Recruitment Procedure)

DISCLAIMER

It is not the intention of the position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position. The aspects mentioned above may be altered in accordance with the changing requirements of the role.