THE UNIVERSITY OF
MELBOURNE

Melbourne Data Analytics Platform (MDAP)
Chancellery Research and Enterprise

Research Data Specialist
Petascale Campus Initiative

POSITION NO	0048384
CLASSIFICATION	Level A - $72,083 - $97,812 per annum (pro-rata for part-time); or
	Level B - $102,967 - $122,268 per annum (pro-rata for part-time); or
	Level C - $126,128 - $145,431 per annum (pro-rata for part-time)
	Appointments made at Level C will be titled as *Senior Research Data Specialist*
	Level of appointment is subject to the appointee's academic teaching and/or research record, qualifications and experience.
WORK FOCUS CATEGORY	Academic Specialist
SUPERANNUATION	Employer contribution of 17%
BASIS OF EMPLOYMENT	Multiple fixed-term positions available for a period of 2 years
WORKING HOURS	Full-time
	Applications for part-time or flexible working arrangements will be welcomed and fully considered, subject to meeting the inherent requirements of the position
OTHER BENEFITS	http://about.unimelb.edu.au/careers/working/benefits
CONTACT FOR ENQUIRIES ONLY	Prof. Andrew Turpin Tel. 0421544962 Email aturpin@unimelb.edu.au *or* *Please do not send your application to this contact*

For information about working for the University of Melbourne, visit our websites:
about.unimelb.edu.au/careers

Position Summary

The Research Data Specialist (RDS) will be a highly flexible, collaborative and innovative individual joining the Melbourne Data Analytics Platform (MDAP). They will be responsible for advising on, building and/or maintaining software and systems that support any activity related to collection, analysis, storage and presentation of data in support of research at The University. In addition to constructing software, the RDS will give advice to researchers related to software and computing resources. The RDS will also be responsible for actively contributing to the construction of a community of similar specialists across the whole University research ecosystem including: sharing of technical expertise; regular attendance and participation in community events; active promotion of the community across the university; and contribution to the structure and direction of the community.

Reporting to the MDAP Lead, the RDS will be expected to work closely with researchers and university service providers on specific research projects which could last from days to months, and build on-going relationships with members of the research community at The University. In addition, the RDS must also work closely with their specialist counterparts in the COO Portfolio to build the research data specialist community. There is also the expectation that some portion of the role will include working in a more transactional role helping researchers with small, one-off problems related to data.

This is a recently established role within The University, and is responsible for contributing to the construction of the Melbourne Data Analytics Platform, a translator workforce being built as part of the Petascale Campus Initiative (a five-year program to increase the capacity for data-intensive research at The University). Once established, it is envisaged that this workforce will be an ongoing, vital resource to support The University's leading international research efforts.

1. Key Responsibilities

1.1 RESEARCH SUPPORT AND DEVELOPMENT

Provide advice, support and development to researchers. This may include any or all of the following, depending on level of appointment.

- Acknowledged contributions to research outputs such as publications, creative outputs, grant applications, patents, or open-source software projects.
- Contributions to the development of graduate researchers.
- Contributions to research project management or lab management.
- Delivery of support and development programs, including across post graduate, team and non-standard research projects.
- Engagement with communities, government, and business as required.

1.2 COMMUNITY BUILDING

Help to strengthen communities of practice through active collaboration, networking and membership across all research areas. This could include some or all of the following, depending on level of appointment.

- Active participation in community events such as seminars and workshops.

- Contributions to education and training activities, including across disciplines.

- Advocacy of activities of the community of On Ramp across The University.

1.3 LEADERSHIP AND SERVICE

Use your wide engagement networks to enhance leadership and visibility of data intensive research. This could include some or all of the following, depending on level of appointment.

- Active engagement with leadership and coordination roles within the community, academic divisions, expert panels, or external professional and disciplinary communities.

- Compliance with University policy and procedural requirements.

- Continuing professional development activities of self and others.

- Effective demonstration and promotion of the Values of the University, consistent with the principles of justice, equity and the pursuit of excellence.

- As this role is part of a new workforce at The University, it is expected that the specialist will contribute as required to reflecting on the nature of the workforce, their role, the shaping of the workforce, and development of policies, procedures and functioning of the workforce.

2. Selection Criteria

2.1 ESSENTIAL

- A PhD or equivalent experience in a data-intensive research field.

- Strong technical expertise in at least one of data collection, analysis, management, or presentation.

- Excellent problem solving ability, including flexibility and willingness to tackle any research problem in any discipline over varied time frames.

- Excellent communication skills, including the ability to communicate across academic disciplines.

- Ability to work in a team environment, and contribute to team building.

- Comfortable with a performance-based culture, including being open, honest, and direct in speech or writing, especially when dealing with unpalatable matters, and the ability to self-reflect and set goals.

2.2 DESIRABLE

- Sound knowledge of the operation of structures and research at The University of Melbourne.

- Tenacity to persevere with difficult tasks and be results oriented

- Research experience in one or more disciplines that is not computer science, mathematics, or similar, particularly those with a medical and/or biological background.

3. Other Requirements

- Occasional work after hours required for events and national and international conferences and calls.
- Occasional work at conferences at local, interstate and overseas locations may be required.

4. 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.

5. 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/people/community/responsibilities-of-personnel

These include general staff responsibilities and those additional responsibilities that apply for Managers and Supervisors and other Personnel.

6. Other Information

6.1 MELBOURNE DATA ANALYTICS PLATFORM (MDAP)

http://mdap.unimelb.edu.au

The Melbourne Data Analytics Platform (MDAP) was established in June 2019 as a workforce of translators to support data-intensive research. Currently employing data specialists and data stewards, the platform collaborates on research projects from all areas of the University. This team is working to ensure our researchers, students and collaborators have the necessary tools and resources now and in the future to keep us at the leading edge of research in this exciting, fast-paced era of data science.

MDAP was established as part of the Petascale Campus Initiative (PCI): a five year plan to increase the informatics, data and compute capabilities for the University over 2018 to 2022. PCI has a structure to support our researcher-led vision: embedding a process of continual consideration, development and resourcing for both our digital science infrastructure and the academic specialists who will help us maximise our use of that infrastructure.

6.2 BUDGET DIVISION

The Chancellery Research and Enterprise portfolio is led by the Deputy Vice-Chancellor (Research) and works across a number of areas including:

- Research and research training strategy
- Research partnerships and collaborations, including industry, government, research organisations and institutes – both domestically and internationally
- Research infrastructure, including cross-Faculty, whole-of-University and interdisciplinary research initiatives, including implementation of key Research at Melbourne initiatives
- Research performance and impact, including research metrics, research rankings and government-sponsored exercises like Excellence in Research for Australia (ERA)
- Research systems strategy (how our enterprise systems support the business of research)
- Research ethics and integrity, including consideration of research misconduct
- Enterprise, industry engagement and innovation and
- Research capability – including graduate research.

6.3 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.

6.4 GROWING ESTEEM 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'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.

6.5 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