



Australian  
National  
University

## Position Description

<b>College/Division:</b>	College of Arts and Social Sciences
<b>Faculty/School/Centre:</b>	School of Demography
<b>Department/Unit:</b>	
<b>Position Title:</b>	Research Fellow
<b>Classification:</b>	<b>Academic Level B</b>
<b>Position No:</b>	
<b>Responsible to:</b>	A/Prof Alice Richardson and Dr Bernard Baffour

### PURPOSE STATEMENT:

A **Level B Academic (Research Intensive)** is expected to carry out independent and/or team research within the field in which he/she is appointed and to carry out activities to develop his/her research expertise relevant to the particular field of research.

### KEY ACCOUNTABILITY AREAS:

This appointment is supported by an NHMRC Ideas Grant on 'A spatial visualisation tool to align national health outcome data with regional health policy objectives'.

### Position Dimension & Relationships:

The position will be located in the School of Demography. The Research Fellow will report directly to Associate Professor Alice Richardson in the Statistical Consulting Unit and Dr Bernard Baffour in the School of Demography. Specialist skills are required to conduct high quality research support related to the grant project. The Research Fellow will hold specialist skills in statistical modelling, programming, conducting quantitative data analysis and preparing reports, and will work with the investigators to meet the research objectives of the project.

### Role Statement:

Specific duties required of a **Level B Academic** may include:

- management and maintenance of the various datasets required for the project;
- development of advanced statistical models to estimate smoke prevalence;
- the conduct of research either as a member of a team or independently, and the production of conference and seminar papers and publications from that research;
- supervision of research-support staff involved in the staff member's research;
- guidance in the research effort of junior members of research-only academic staff in his/her research area;
- involvement in professional activities including, subject to availability of funds, attendance at conferences and seminars in the field of expertise;
- administrative functions primarily connected with his/her area of research;
- occasional contributions in the teaching program within the field of the staff member's research;
- co-supervision, or where appropriate supervision, of major honours or postgraduate research projects within the field of the staff member's area of research;
- attendance at meetings associated with research or the work of the organisational unit to which the research is connected and/or departmental and/or faculty meetings and/or membership of a limited number of committees; and
- other duties as allocated by the supervisor or the Vice-Chancellor consistent with the classification of the position.

### Skill Base

A **Level B Academic** will normally have completed a relevant doctoral qualification or have equivalent qualifications or research experience.

In addition he/she may be expected to have had post-doctoral research experience that has resulted in publications,

conference papers, reports or professional or technical contributions that give evidence of research ability.

## SELECTION CRITERIA:

1. PhD degree in Statistics or a related discipline, with a track record of independent research as evidenced by publications in peer-reviewed journals.
2. Demonstrated capacity to think innovatively in solving complex problems.
3. Ability to use quantitative research methodologies in demography (or other applied social sciences) to support evidence-based policy.
4. Demonstrated ability to conduct research and proven experience in working with large data sets and computational analyses.
5. Proficient in the use of Microsoft Excel and R, Stata, S-Plus or other equivalent statistical software, as well as word processing, internet and bibliographic searching.
6. Ability to work collaboratively in a team as well as independently, with excellent written and oral communication skills in English.
7. A demonstrated understanding of equal opportunity principles and policies and a commitment to their application in a university context

**Supervisor/Delegate Name:**

Dr Bernard Baffour

**Date:**

16 September 2020

## References:

[Academic Minimum Standards](#)

	<b>Australian National University</b>	<h1 style="margin: 0;">Pre-Employment Work Environment Report</h1>
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**Position Details**

<b>College/Div/Centre</b>	CASS	<b>Dept/School/Section</b>	School of Demography
<b>Position Title</b>	Research Fellow	<b>Classification</b>	Academic Level B
<b>Position No.</b>		<b>Reference No.</b>	

In accordance with the Work Health and Safety Act 2011 (Cth) the University has a primary duty of care, so far as reasonably practicable, to ensure the health and safety of all staff while they are at work in the University.

- This form must be completed by the supervisor of the advertised position and forwarded with the job requisition to Appointments and Promotions Branch, Human Resources Division. Without this form jobs cannot be advertised.
- This form is used to advise potential applicants of work environment and health and safety hazards prior to application.
- Once an applicant has been selected for the position they must familiarise themselves with the University WHS Management System via Handbook guidance <https://services.anu.edu.au/human-resources/health-safety/whs-management-system-handbook>
- The hazards identified below are of generic nature in relation to the position. It is not correlated directly to training required for the specific staff to be engaged. Identification of individual WHS training needs must be in accordance with WHS Local Training Plan and through the WHS induction programs and Performance Development Review Process.
- 'Regular' hazards identified below must be listed as 'Essential' in the Selection Criteria - see 'Employment Medical Procedures' at [http://info.anu.edu.au/Policies/\\_DHR/Procedures/Employment\\_Medical\\_Procedures.asp](http://info.anu.edu.au/Policies/_DHR/Procedures/Employment_Medical_Procedures.asp)

**Potential Hazards**

<ul style="list-style-type: none"> <li>Please indicate whether the duties associated with appointment will result in exposure to any of the following potential hazards, either as a <b>regular</b> or <b>occasional</b> part of the duties.</li> </ul>			
<b>TASK</b>	<b>regular</b>	<b>occasional</b>	
key boarding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
lifting, manual handling	<input type="checkbox"/>	<input type="checkbox"/>	
repetitive manual tasks	<input type="checkbox"/>	<input type="checkbox"/>	
Organizing events	<input type="checkbox"/>	<input type="checkbox"/>	
fieldwork & travel	<input type="checkbox"/>	<input type="checkbox"/>	
driving a vehicle	<input type="checkbox"/>	<input type="checkbox"/>	
<b>NON-IONIZING RADIATION</b>			
solar	<input type="checkbox"/>	<input type="checkbox"/>	
ultraviolet	<input type="checkbox"/>	<input type="checkbox"/>	
infra red	<input type="checkbox"/>	<input type="checkbox"/>	
laser	<input type="checkbox"/>	<input type="checkbox"/>	
radio frequency	<input type="checkbox"/>	<input type="checkbox"/>	
<b>CHEMICALS</b>			
hazardous substances	<input type="checkbox"/>	<input type="checkbox"/>	
allergens	<input type="checkbox"/>	<input type="checkbox"/>	
cytotoxics	<input type="checkbox"/>	<input type="checkbox"/>	
mutagens/teratogens/ carcinogens	<input type="checkbox"/>	<input type="checkbox"/>	
pesticides / herbicides	<input type="checkbox"/>	<input type="checkbox"/>	
<b>TASK</b>	<b>regular</b>	<b>occasional</b>	
laboratory work	<input type="checkbox"/>	<input type="checkbox"/>	
work at heights	<input type="checkbox"/>	<input type="checkbox"/>	
work in confined spaces	<input type="checkbox"/>	<input type="checkbox"/>	
noise / vibration	<input type="checkbox"/>	<input type="checkbox"/>	
electricity	<input type="checkbox"/>	<input type="checkbox"/>	
<b>IONIZING RADIATION</b>			
gamma, x-rays	<input type="checkbox"/>	<input type="checkbox"/>	
beta particles	<input type="checkbox"/>	<input type="checkbox"/>	
nuclear particles	<input type="checkbox"/>	<input type="checkbox"/>	
<b>BIOLOGICAL MATERIALS</b>			
microbiological materials	<input type="checkbox"/>	<input type="checkbox"/>	
potential biological allergens	<input type="checkbox"/>	<input type="checkbox"/>	
laboratory animals or insects	<input type="checkbox"/>	<input type="checkbox"/>	
clinical specimens, including blood	<input type="checkbox"/>	<input type="checkbox"/>	
genetically-manipulated specimens	<input type="checkbox"/>	<input type="checkbox"/>	
immunisations	<input type="checkbox"/>	<input type="checkbox"/>	
<b>OTHER POTENTIAL HAZARDS (please specify):</b>			
<b>Supervisor/Delegate Name:</b>		Bernard Baffour	<b>Date:</b> 16/9/2020