



POSITION DESCRIPTION

Department of Optometry and Vision Sciences
Faculty of Medicine, Dentistry and Health Sciences

Clinical Research Optometrist/Orthoptist – Inherited Retinal Diseases

POSITION NO	0059536
CLASSIFICATION	Level A
SALARY	\$80,258 - \$108,906 p.a. (pro rata for part-time)
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full time or part-time (negotiable; minimum 0.6 FTE)
BASIS OF EMPLOYMENT	Fixed term for 2 years
OTHER BENEFITS	https://about.unimelb.edu.au/careers/staff-benefits
HOW TO APPLY	Online applications are preferred. Go to http://about.unimelb.edu.au/careers , select the relevant option (‘Current Opportunities’ or ‘Jobs available to current staff’), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	A/Prof Lauren Ayton Email layton@unimelb.edu.au <i>Please do not send your application to this contact</i>

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

Acknowledgement of Country

The University of Melbourne acknowledges the Traditional Owners of the unceded land on which we work, learn and live: the Wurundjeri Woi Wurrung and Bunurong peoples (Burnley, Fishermans Bend, Parkville, Southbank and Werribee campuses), the Yorta Yorta Nation (Dookie and Shepparton campuses), and the Dja Dja Wurrung people (Creswick campus).

The University also acknowledges and is grateful to the Traditional Owners, Elders and Knowledge Holders of all Indigenous nations and clans who have been instrumental in our reconciliation journey.

We recognise the unique place held by Aboriginal and Torres Strait Islander peoples as the original owners and custodians of the lands and waterways across the Australian continent, with histories of continuous connection dating back more than 60,000 years. We also acknowledge their enduring cultural practices of caring for Country.

We pay respect to Elders past, present and future, and acknowledge the importance of Indigenous knowledge in the Academy. As a community of researchers, teachers, professional staff and students we are privileged to work and learn every day with Indigenous colleagues and partners.

Position Summary

This position is located within the Vision Optimisation Unit within the Departments of Optometry and Vision Sciences, and Surgery (Ophthalmology) at the University of Melbourne. The Principal Investigator of this unit is Associate Professor Lauren Ayton.

The Unit's main research focus is supporting the development of vision restoration treatments and therapies for people with inherited retinal diseases (IRDs), the leading cause of vision loss in working age adults. Our team has strong collaborations within the University and the Centre for Eye Research Australia, as well as interstate and internationally (including Oxford and Anglia Ruskin Universities). For more information on our current projects, please see <https://findanexpert.unimelb.edu.au/profile/122819-lauren-ayton>.

One of our main projects is the Victorian Evolution of Inherited Retinal Diseases Natural History Registry (VENTURE) study, which is recruiting people rare IRDs for both research studies and also to be notified of future clinical trial opportunities, such as retinal gene therapy. More information on the VENTURE study can be found here: www.cera.org.au/venturing-forward.

The Clinical Research Optometrist/Orthoptist – Inherited Retinal Diseases is a full-time or part-time role (negotiable for the right candidate; minimally 0.6FTE). The incumbent will be responsible for identifying and recruiting participants for the VENTURE research study, performing clinical ocular assessments, and collecting research data. The incumbent will work closely with collaborators at the Centre for Eye Research Australia (Retinal Gene Therapy Unit). Our Units work closely together, and the incumbent will spend time both at CERA (East Melbourne) and at the University (Carlton).

The role is currently supported by a part-time data manager, who assists with aspects around genetic testing, and recruitment of candidates.

1. Key Responsibilities

- ▶ Work with Principal Investigators, Research Fellows, and Data Managers on the **Victorian Evolution of Inherited Retinal Disease: Natural History Registry (VENTURE)** Study and other related research projects.
- ▶ Assist with the identification and recruitment of participants with rare inherited retinal diseases into the VENTURE study, including liaison with referring practitioners (GPs, Ophthalmologists, and Optometrists).
- ▶ Grow the VENTURE database by engaging with clinicians, patient support groups, and directly with participants.
- ▶ Scheduling of participant research assessments.
- ▶ Performing participant research assessments as required by study protocols, including subjective refraction, visual acuity, clinical ocular examination, perimetry, optical coherence tomography (OCT) and other retinal imaging, and genetic testing through partner laboratories.
- ▶ Offer administrative and research support, including ethics and research governance reporting, preparation of source document templates, and providing data reports to team members and external stakeholders, as required.
- ▶ Maintenance of the VENTURE study database (currently hosted on REDCap software), including data collection and entry within timelines and monitoring of data quality, security, and confidentiality.
- ▶ Contribution and attendance at various meetings with research members and collaborators and contribute to scientific publications.
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 5 or 6.

2. Selection Criteria

2.1 ESSENTIAL

- ▶ A tertiary qualification in Optometry, Orthoptics, or relevant health science degree (and registration with an appropriate board, if required).
- ▶ Clinical eye care experience and demonstrated ability to learn new techniques and procedures.
- ▶ High level of organisation and time management.
- ▶ Excellent attention to detail and ability to adhere to written guidelines and study protocols.
- ▶ Strong interpersonal skills, including both written and verbal communication skills.
- ▶ Advanced computer literacy, including the ability to accurately enter data into database software programs and perform data cleaning and extraction.

2.2 DESIRABLE

- ▶ Experience with coordinating research and/or project management.
- ▶ Familiarity with clinical research, clinical trials, and research guidelines and regulations.
- ▶ Clinical knowledge and experience with assessing individuals with retinal disease.

- ▶ Knowledge of genetic or ocular diseases is desired, but not essential, and appropriate training will be provided.

2.3 OTHER JOB RELATED INFORMATION

- ▶ To be eligible for this position you must be an Australian or New Zealand citizen, permanent resident or hold a valid work permit or visa.
- ▶ This position requires the incumbent to hold a current and valid Working with Children Check.
- ▶ Occasional work out of ordinary hours, travel, etc.
- ▶ You will be required to consent to a police check (as the physical location of this role is within a public hospital). Please note that people with criminal records are not automatically prevented from applying for the position and each application will be considered on its merits.

3. *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 Advancing Melbourne strategy that addresses 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 Advancing Melbourne.

4. *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:

<https://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.

5. Other Information

5.1 DEPARTMENT OF OPTOMETRY AND VISION SCIENCES

<https://healthsciences.unimelb.edu.au/departments/optometry-and-vision-sciences#about-us>

The Department of Optometry and Vision Sciences educates future optometrists, performs internationally recognised vision science research, and contributes widely to the advancement of optometry as an essential health care discipline.

This role is funded by A/Prof Lauren Ayton, and will be entirely focused on research responsibilities, with no teaching requirements.

5.2 FACULTY OF MEDICINE, DENTISTRY AND HEALTH SCIENCES

<https://mdhs.unimelb.edu.au/#about>

The Faculty of Medicine, Dentistry and Health Sciences is an extremely diverse faculty comprised of six schools, and a number of departments and centres. Our Faculty is renowned for global leadership in health research, policy and practice.

5.3 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>

5.4 ADVANCING MELBOURNE

The University's strategic direction is grounded in its purpose. While its expression may change, our purpose is enduring: to benefit society through the transformative impact of education and research. Together, the vision and purpose inform the focus and scale of our aspirations for the coming decade.

Advancing Melbourne reflects the University's commitment to its people, its place, and its partners. Our aspiration for 2030 is to be known as a world-leading and globally connected Australian university, with our students at the heart of everything we do.

- ▶ We will offer students a distinctive and outstanding education and experience, preparing them for success as leaders, change agents and global citizens.
- ▶ We will be recognised locally and globally for our leadership on matters of national and global importance, through outstanding research and scholarship and a commitment to collaboration.

- ▶ We will be empowered by our sense of place and connections with communities. We will take opportunities to advance both the University and the City of Melbourne in close collaboration and synergy.
- ▶ We will deliver this through building a brilliant, diverse and vibrant University community, with strong connections to those we serve.

The means for achieving these goals include the development of the University of Melbourne's academic and professional staff and the capabilities needed to support a modern, world-class university. Those means require a commitment to ongoing financial sustainability and an ambitious infrastructure program which will reshape the campus and our contribution to the communities we engage with. This strategy, and the priorities proposed, is centred around five intersecting themes; place, community, education, discovery and global.

5.5 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 <https://about.unimelb.edu.au/strategy/governance>