

# POSITION DESCRIPTION

**Centre for Youth Mental Health**  
Faculty of Medicine, Dentistry and Health Sciences

## Research Assistant

<b>POSITION NO</b>	0051692
<b>CLASSIFICATION</b>	Research Assistant, Level A
<b>SALARY</b>	\$73,262 - \$99,964 p.a. (pro rata)
<b>SUPERANNUATION</b>	Employer contribution of 9.5%
<b>WORKING HOURS</b>	Part-time – Full-time (0.6 to 1.00 FTE)
<b>BASIS OF EMPLOYMENT</b>	Fixed term position available for 12 months Fixed term contact type: Externally funded,
<b>OTHER BENEFITS</b>	<a href="http://about.unimelb.edu.au/careers/working/benefits">http://about.unimelb.edu.au/careers/working/benefits</a>
<b>HOW TO APPLY</b>	Online applications are preferred. Go to <a href="http://about.unimelb.edu.au/careers">http://about.unimelb.edu.au/careers</a> , under 'Job Search and Job Alerts', select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
<b>CONTACT FOR ENQUIRIES ONLY</b>	Michelle Lamblin Tel +61 474 741 257 Email <a href="mailto:michelle.lamblin@orygen.org.au">michelle.lamblin@orygen.org.au</a> <i>Please do not send your application to this contact</i>

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

## ***Position Summary***

Orygen is the world's leading research and knowledge translation organisation focusing on mental ill-health in young people.

At Orygen, our leadership and staff work to deliver cutting-edge research, policy development, innovative clinical services, and evidence-based training and education to ensure that there is continuous improvement in the treatments and care provided to young people experiencing mental ill-health.

The Company has three Members: the Colonial Foundation, The University of Melbourne and Melbourne Health.

The University of Melbourne has an agreement with Orygen for designated employees to be made available to undertake activities for Orygen, and this arrangement will apply to you. University employees working at Orygen are required at all times to continue to adhere to University policies, procedures, regulations and statutes, as well as to Orygen policies and procedures (including Orygen's delegations of authority framework which can be found at <http://staff.orygen.org.au/>), but the University's policies and procedures shall prevail in the event of any inconsistency. For the period of participating in activities at Orygen, you will be subject to the reasonable control and direction of Orygen. You consent to the University disclosing to Orygen your personal employment information solely for the purposes of facilitating your secondment to Orygen, and that such disclosure will not be a breach of any of your privacy rights.

Multiple Research Assistant (RA) positions are available across various research projects. Candidates should indicate their preference, if any, for the following projects:

- MAPSS: A multimodal suicide prevention research program delivered to secondary school students, teachers and parents across north-west Melbourne. 1.0 FTE.
- #chatsafe: A national social media campaign aimed at improving young people's safety when communicating online about suicide, 1.0 FTE.
- Self-Harm in ED Study: A multisite study examining self-harm presentations to hospital emergency departments across Victoria, 1.0 FTE.
- CanARY: A Wellcome Trust funded, multisite randomised controlled trial investigating the use of Cannabidiol as treatment for young people at ultra-high risk of psychosis (UHR). We are looking for multiple positions ranging from 0.6- to 1.0 FTE. Please express in your application if you would prefer a part time or full time position.
- SNAP: The Self, Neuroscience and Psychosis study is a research project involving clinical interviews, neurocognitive tests, and electroencephalography (EEG) which aims to test a self-disturbance model of psychosis in young people, 1.0 FTE.

The Research Assistant will be responsible for recruiting research participants, conducting interviews and assessments, collecting and recording accurate study data and developing and maintaining effective working relationships with a range of stakeholders. The post holder may be required to work on other trials or projects within other areas of research.

This position reports to the lead study investigator and project manager.

## ***1. Key Responsibilities***

### **1.1 RESEARCH AND RESEARCH TRAINING**

- ▶ Recruit research participants and youth advisors from a range of clinical programs and the community.
- ▶ Collect and record participant information and consent procedures ensuring confidentiality is maintained.
- ▶ Develop and maintain effective working relationships with clinical teams and other stakeholders.
- ▶ Contribute to data collection and analysis, using specialised programs for qualitative/quantitative data assessment such as NVivo and SPSS
- ▶ The co-production of conference and seminar papers and publications and attendance and presentations at conferences and seminars where appropriate
- ▶ Steady development of an academic research profile in the area of Youth Mental Health.
- ▶ Contribute to publications arising from scholarship and research, such as publication of books and in peer reviewed journals
- ▶ Active participation in the communication and dissemination of research where appropriate.

## 1.2 LEADERSHIP AND SERVICE

- ▶ Actively participate at project team and/or division meetings and with guidance, contribute to planning activities or committee work to support capacity-building.
- ▶ Participate in community and professional activities related to the relevant disciplinary area.
- ▶ Effective demonstration and promotion of Orygen and University values including diversity and inclusion and high standards of ethics and integrity.

## 1.3 OTHER REQUIREMENTS

- ▶ Equal opportunity, diversity and inclusion responsibilities as outlined in section 3.
- ▶ Represent the University and Orygen in a positive and professional manner.
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 4.
- ▶ Any other duties as reasonably requested.

## 2. Selection Criteria

### 2.1 ESSENTIAL

- ▶ Undergraduate degree with Honours in behavioural or social sciences or a related discipline
- ▶ A strong interest in youth-onset mental health disorders and mental health interventions.
- ▶ Strong evidence of ability and desire to build an academic or research career trajectory
- ▶ Demonstrated ability to apply quantitative/qualitative research methodologies.
- ▶ Demonstrated ability to contribute to independent and team-based research.

- ▶ Demonstrated excellent verbal and written communication skills for effective research collaboration and engagement
- ▶ Well-developed organisation and time management skills.
- ▶ Flexible and responsive to changing priorities.

## 2.2 DESIRABLE

- ▶ Postgraduate degree in behavioural or social sciences or a related discipline or substantial progress towards a PhD
- ▶ Experience of working with adolescents and young adults and an appreciation of adolescent developmental issues.
- ▶ An interest or experience working in youth mental health.
- ▶ Experience in clinical trial and/or multisite research studies

## 2.3 SPECIAL REQUIREMENTS

- ▶ Unrestricted right to work in Australia
- ▶ Incumbents will be required to travel between sites and to other locations, so valid motor vehicle licence is required.
- ▶ OHSE training is essential and is provided by Orygen.
- ▶ Any offer of employment is conditional upon receipt and maintenance of a valid Working With Children Card and a satisfactory Police Check
- ▶ This position is based at the Parkville site. Travel to other Orygen locations may be required. Due to COVID-19, other work and travel arrangements may be in place that you will be required to adhere to.

## 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 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.

#### **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 CENTRE FOR YOUTH MENTAL HEALTH**

In January 2009 the University of Melbourne established a new Centre for Youth Mental Health (CYMH) within the Faculty of Medicine Dentistry and Health Sciences, where the academic and professional staff of Orygen Youth Health Research Centre OYH-RC, who were previously members of specific Departments (notably Psychiatry and Psychology), are now based. All NHMRC and ARC Grants to be used for OYH-RC activities are managed within CYMH.

The creation of this academic and administrative structure reflects the multidisciplinary nature of this field of inquiry and knowledge, and its growing scientific and practical breadth and significance. This is only the fourth such supra-departmental structure to be created in the Faculty and there is no parallel to date anywhere else in Australia.

The Professor Director of the Centre for Youth Mental Health is Professor Patrick McGorry and the General Manager is Mr John Moran. Reporting arrangements are through the University of Melbourne structure with a direct report to Professor Jim Angus, Dean of the Faculty.

##### **5.2 ORYGEN**

Orygen is the world's leading research and knowledge translation organisation focusing on mental ill-health in young people.

Further information available at <https://www.orygen.org.au/About/About-Us>

##### **5.3 FACULTY OF MEDICINE, DENTISTRY AND HEALTH SCIENCES**

[www.mdhs.unimelb.edu.au](http://www.mdhs.unimelb.edu.au)

The Faculty of Medicine, Dentistry & Health Sciences has an enviable research record and is the University of Melbourne's largest faculty in terms of management of financial resources, employment of academic and professional staff, teaching of undergraduate and postgraduate (including research higher degree) students and the conduct of basic and

applied research. The Faculty's annual revenue is \$628m with approximately 55% of this income related to research activities.

The Faculty has a student teaching load in excess of 8,500 equivalent full-time students including more than 1,300 research higher degree students. The Faculty has approximately 2,195 staff comprising 642 professional staff and 1,553 research and teaching staff.

The Faculty has appointed Australia's first Associate Dean (Indigenous Development) to lead the development and implementation of the Faculty's Reconciliation Action Plan (RAP), which will be aligned with the broader University – wide plan. To enable the Faculty to improve its Indigenous expertise knowledge base, the Faculty's RAP will address Indigenous employment, Indigenous student recruitment and retention, Indigenous cultural recognition and building partnerships with the Indigenous community as key areas of development.

#### 5.4 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>.

#### 5.5 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.

## 5.6 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>