

# RESEARCH NURSE (ONCOLOGY)

DEPARTMENT/UNIT	Eastern Health Clinical School
FACULTY/DIVISION	Medicine, Nursing and Health Sciences
CLASSIFICATION	HEW Level 7
DESIGNATED CAMPUS OR LOCATION	Box Hill Hospital

## ORGANISATIONAL CONTEXT

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At [Monash](#), work feels different. There's a sense of belonging, from contributing to something ground-breaking – a place where great things happen. You know you're part of something special and purposeful because, like Monash, your ambitions drive you to make change.

We have a clear purpose to deliver ground-breaking intensive research; a world-class education; a global ecosystem of enterprise – and we activate these to address some of the [challenges](#) of the age, Climate Change, Thriving Communities and Geopolitical Security.

We welcome and value difference and [diversity](#). When you come to work, you can be yourself, be a change-maker and develop your career in exciting ways with curious, energetic, inspiring and committed people and teams driven to make an impact – just like you.

We champion an [inclusive workplace culture](#) for our staff regardless of ethnicity or cultural background. We have also worked to improve [gender equality](#) for more than 30 years. Join the pursuit of our purpose to build a better future for ourselves and our communities – [#Changelt](#) with us.

The Faculty of **Medicine, Nursing and Health Sciences** is the largest faculty at Monash University, a global university with campuses across Victoria and international locations in Indonesia, Malaysia, China, India and Italy.

Our Faculty offers the most comprehensive suite of professional health training in Victoria, consistently ranked in the top 40 universities worldwide for clinical, pre-clinical and health sciences.

We want to improve the human condition. That is our vision - it has no expiration date. By educating the current and future healthcare workforce, and undertaking medical research, both

discovery and clinical, our students, staff and alumni all work to directly improve people's quality of life, reduce health inequality and promote greater health and social outcomes.

We're globally recognised for our quality education of over 63,000 doctors, nurses, and allied health professionals and health researchers. The future health of our communities is underpinned by the sustained excellence of our education and research capabilities.

We are ambitious and committed to maintaining our position as a leading international medical research and teaching university. We're recognised for the quality of our graduates, the scale and depth of our research, our commitment to translational research, and as a thriving biotechnology hub. To learn more about the Faculty, please visit [www.monash.edu/medicine](http://www.monash.edu/medicine).

Our Faculty includes four Sub-Faculties: Health Sciences, Clinical and Molecular Medicine, Biomedical Medicines, and Translational Medicine and Public Health.

**Eastern Health Clinical School (EHCS)** is one of three metropolitan clinical schools in the Monash University Faculty of Medicine, Nursing and Health Sciences. EHCS is located opposite Box Hill Hospital and represents the University's presence in the rapidly-growing area of urban and outer eastern Melbourne. EHCS comprises five Directorates and a Monash Centre.

Our five Directorates are:

- **Medical Student Programs (MSP):** The Office of Medical Student Programs is located at Box Hill, with activity at all Eastern Health clinical sites. MSP oversees the delivery of medical student teaching at all Eastern Health sites for students from Monash University and Deakin University.
- **Eastern Clinical Research Unit (ECRU):** ECRU is the mechanism by which Eastern Health undertakes its clinical trials. ECRU has a busy clinical trial portfolio across a range of disciplines.
- **Research and Higher Education:** This directorate oversees research activity by clinicians and trainees not covered by ECRU, including non-trial clinical research. It brings together the health service and the academic community, and ensures that clinicians and trainees are exposed to and are able to participate in research. The directorate also oversees Higher Degree Research Students and the EHCS laboratory-based translational research programs.
- **Turning Point:** This state-wide service in Victoria is part of Eastern Health. Turning Point's academic activities are through Monash University EHCS.
- **Health Systems and Equity:** This directorate undertakes health systems and health outcomes research, including health informatics and data science, health economics, and implementation science.

The **Monash Addiction Research Centre (MARC)** is based at the Monash Peninsula campus in Frankston, and is part of EHCS. MARC's mission is to provide national solutions to addiction. MARC draws on the multidisciplinary strengths and capabilities of researchers across the University to develop and test novel, scalable prevention and treatment approaches. MARC's expertise leverages experts in basic and social science, clinical and epidemiological research, to develop new knowledge to shape government policy and evidence-based approaches.

For more information about us and the work we do, please visit [www.monash.edu/medicine/ehcs](http://www.monash.edu/medicine/ehcs).

## POSITION PURPOSE

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The Research Nurse (Oncology) plays a critical role in a multi-disciplinary team conducting clinical research trials. This position is responsible for coordinating clinical trials including: gathering high quality research data, providing optimum levels of nursing care to research participants, managing participant recruitment and selection, collecting and maintaining trial data, managing records, programs and resources and maintaining clinical databases.

The Research Nurse (Oncology) carries out all responsibilities in accordance with Registered Nurse Professional Codes and Guidelines.

**Reporting Line:** The position reports to Team Leader, under broad direction

**Supervisory Responsibilities:** Not applicable

**Financial Delegation:** Not applicable

**Budgetary Responsibilities:** Not applicable

## KEY RESPONSIBILITIES

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1. Plan, implement and coordinate the delivery of a high-quality clinical research activities including: managing recruitment activities and consultations with potential participants: providing participants with nursing care; conducting trial visits; monitoring participants and referring on for further clinical management as required; collecting and recording data; ongoing information and education about clinical trials; providing feedback/consultation for consent forms if required; undertaking data analysis and preparing results
2. Liaise and collaborate with the research team. This includes key stakeholders including but not limited to hospital, medical, nursing and other professional staff, pharmaceutical companies, representatives of clinical research organisations, laboratories and diagnostic facilities
3. Build and sustain relationships with an extensive network of internal and external stakeholders and use these to promulgate information about the research project(s) and engage with potential and existing research participants
4. Provide support for research administrative activities which may include developing research procedures, providing progress reports and other information to the Eastern Health research office, funding bodies and other interested parties through the preparation of reports, delivery of presentations, conducting briefing sessions, and contributing to papers for publication
5. Contribute to and coordinate the planning, management and effective implementation of continuous improvement and quality assurance activities relating to recruitment, data collection and research practices and procedures
6. Ensure that all studies are conducted according to confidentiality principles, privacy laws and research study, legal and regulatory bodies' protocols, such as National Health Medical and Research Council (NHMRC), Good Clinical Practice (GCP), the International Conference of Harmonization (ICH) guidelines, VMIA (Victorian Medical Insurance Authority) and APMA (Australian Pharmaceutical Manufacturers' Association) guidelines
7. Comply with all Occupational Health and Safety (OHS) instructions, policies and procedures and take steps to identify, eliminate and/or minimise OHS risks where appropriate
8. Other duties as directed from time to time

## KEY SELECTION CRITERIA

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### Education/Qualifications

1. The appointee will have:
  - Current registration as Registered Nurse with Nursing and Midwifery Board of Australia

### Knowledge and Skills

2. Demonstrated excellent clinical skills, including problem-solving, planning and coordination of direct patient care
3. Highly-developed planning and organisational skills, with experience establishing priorities, implementing improvements and meeting deadlines while working effectively under pressure
4. Understanding of human research ethics principles and familiarity with institutional ethics committee guidelines and Good Clinical Research Practice
5. Demonstrated ability to work as an effective member of a team as well as the ability to exercise high levels of independence, judgement and initiative
6. A demonstrated understanding of confidentiality, privacy and information handling principles coupled with the ability to work with sensitive information and maintain discretion at all times
7. Highly-developed computer literacy skills especially in regards to Microsoft Office, email, and calendar management skills. Demonstrated ability to prepare professional documentation for various audiences.
8. Excellent interpersonal and relationship management skills, including the ability to interact with, negotiate with and gain co-operation from internal and external stakeholders
9. Prior nursing experience

## OTHER JOB RELATED INFORMATION

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- Travel to other campuses of the University may be required
- There may be a requirement to work additional hours from time to time
- There may be peak periods of work during which taking of leave may be restricted
- A current satisfactory Working with Children Check is required
- This position will require a successful National Police Record check

## GOVERNANCE

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Monash University expects staff to appropriately balance risk and reward in a manner that is sustainable to its long-term future, contribute to a culture of honesty and integrity, and provide an environment that is safe, secure and inclusive. Ensure you are aware of and adhere to University policies relevant to the duties undertaken and the values of the University. This is a standard which the University sees as the benchmark for all of its activities in Australia and internationally.