



POSITION DESCRIPTION

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

Research Assistant in Mood Disorders (SKY-D)

POSITION NO	0048559
CLASSIFICATION	Level A
WORK FOCUS CATEGORY	Research Focused
SALARY	\$73,262 - \$99,964 p.a. (pro rata)
SUPERANNUATION	Employer contribution of 9.5%
WORKING HOURS	Part-time (0.8FTE)
BASIS OF EMPLOYMENT	Fixed-term position available for 12 months (Maternity Leave Backfill) Fixed term contract type: Externally funded.
OTHER BENEFITS	http://about.unimelb.edu.au/careers/working/benefits
HOW TO APPLY	Online applications are preferred. Go to http://about.unimelb.edu.au/careers , under 'Job Search and Job Alerts', select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Orli Schwartz Tel +61 3 9966 9153 Email orli.schwartz@orygen.org.au <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

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.

A Research Assistant is required to join the Study of Ketamine for Youth Depression (SKY-D). SKY-D is an NHMRC-funded randomised-controlled trial looking at whether low dose ketamine is an effective treatment for moderate-to-severe depression in young people aged 16-25 years.

The Research Assistant is responsible for liaising with doctors at Orygen, headspace and the community to facilitate referrals to the trial, enrolling trial 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 within different projects.

This position reports to the Project Manager and the lead study investigator.

1. Key Responsibilities

1.1 RESEARCH AND RESEARCH TRAINING

- ▶ Participate in research independently and as a member of a research team.
- ▶ Liaise with treating doctors to facilitate referrals to the trial.
- ▶ Collect and record participant information and consent procedures ensuring confidentiality is maintained.
- ▶ Interview participants using multiple standardised clinical assessment instruments according to the research protocol.
- ▶ Attend treatment visits at RMH with participants.
- ▶ Develop and maintain effective working relationships with clinical and research teams and other stakeholders.
- ▶ Contribute to data collection and analysis, using specialised programs for qualitative/quantitative data assessment such as 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.
- ▶ Occasional contributions to teaching within the research field 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.
- ▶ Under the guidance of senior academics, identify sources of funding to support individual or collaborative projects, relating to teaching, research and engagement practice.
- ▶ 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 4.
- ▶ 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 5.
- ▶ Any other duties as reasonably requested.

2. Selection Criteria

2.1 ESSENTIAL

- ▶ A postgraduate degree (Honours, Masters or doctoral degree) in behavioural or social sciences or a related discipline or substantial progress towards a PhD.
- ▶ 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 research methodologies and quantitative/qualitative data analysis.
- ▶ Demonstrated ability to contribute to independent and team based research.
- ▶ Demonstrated ability to articulate scholarly research through public presentations at division or Orygen-level forums.
- ▶ Demonstrated excellent verbal and written communication skills for effective research collaboration and engagement.
- ▶ Well-developed organisation and time management skills.
- ▶ Experience of conducting interviews.
- ▶ Flexible and responsive to changing priorities.

- ▶ High level of proficiency in the use of standard application software such as the Microsoft Office suite.

2.2 DESIRABLE

- ▶ Experience of working with adolescents and young adults and an appreciation of youth mental ill-health.
- ▶ Experience of working on a clinical trial.

2.3 SPECIAL REQUIREMENTS

- ▶ Unrestricted right to live and work in Australia.
- ▶ 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 Parkville with flexibility to work from home as necessary. 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 strive to service 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:

<http://safety.unimelb.edu.au/topics/responsibilities/>

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

www.cymh.unimelb.edu.au

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 who are provided to Orygen are now based. All NHMRC and ARC Grants to be used for Orygen 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 Chair of the Centre for Youth Mental Health is Professor Patrick McGorry and the Chief Operating Officer is Mr John Moran. Reporting arrangements are through the University of Melbourne structure with a direct report to Professor Shitij Kapur, Dean of the Faculty.

5.2 ORYGEN

www.orygen.org.au

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

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>