

**POSITION DESCRIPTION**

**Executive Director Mater Research / Director Mater Research Institute - UQ Executive**

<b>Position Title</b>	Executive Director Mater Research / Director Mater Research Institute - UQ		
<b>Division</b>	Executive		
<b>Position Purpose</b>	The Executive Director Mater Research/ Director of MRI-UQ provides leadership and management to ensure that the organisation meets its scientific, research and commercial objectives. In conjunction with the Board, the ED/Director is responsible for the development of the strategic direction of the organisation in line with the strategic plan.		
<b>Location</b>	Mater Aubigny Campus / TRI		
<b>Occupational Category and Level</b>	Executive		
<b>Reporting Relationship</b>	Reports to Chair Mater Research Board and Executive Dean Faculty of Medicine		
<b>Review Date</b>	10 October 2024		
<b>Next Review Due</b>	10 October 2025		
<b>Staff Member</b>		<b>Signature</b>	<b>Date</b>
<b>Direct Supervisor</b>	Dr Peter Steer / Prof Geoff McColl	<b>Signature</b>	<b>Date</b>

## 1. OVERVIEW

### **Mater Group**

For more than a century in Queensland, Mater has been defined by an abiding commitment to meeting the healthcare needs of the community. Today, our Mission and Mercy Values continue to guide Mater people in making appropriate decisions for a sustainable, socially relevant healthcare service that is genuinely committed to the community it serves. As Mater's capacity to genuinely and sustainably influence health outcomes has increased, our service model has adapted to incorporate and enhance contemporary practice. Today we recognise that achieving and sustaining our goal to help build a healthy community requires a sincere and consistent approach to integration of three key elements. To that end, our corporate strategy is heavily focused on integration, excellence and continuous improvement across three areas of health service delivery, education and research.

**Health:** Ongoing provision and expansion of our core healthcare services to build closer connections with our community, to promote wellness and healing.

**Education:** Organisation-wide integration of teaching and learning, with an inter-professional focus and approach to improve health education and clinical outcomes for all.

**Research:** Conducting research consistent with, and supportive of, our core healthcare services and partnering to share our research outcomes for the benefit of the community.

**Values:** *We value care, mercy, dignity, quality and commitment.*

### **Mater Research (MR)**

Mater Research (MR) is a world-class institute that is committed to academic medicine and aims to discover, develop, translate, and commercialise medical research that integrates with relevant areas of excellence within clinical practice. MR discovers ways to prevent and treat conditions affecting babies, children, adolescents and adults, helping them to lead healthy lives.

Our teams conduct outstanding research into:

- common diseases affecting children and adults;
- more effective diagnosis and treatment of disease;
- improving health outcomes for mothers and babies; and
- understanding development from babies through to adolescence and adulthood.

### **Mater Research Institute – The University of Queensland**

Mater Research Institute-UQ (MRI-UQ) is a world class institute committed to academic research and its translation into clinical care for the benefit of all. MRI-UQ is an alliance between Mater Research and UQ, providing strategic and operational benefits to both parties. Mater Research brings to the alliance considerable clinical collaboration opportunities and UQ brings all its expertise as a research, education and teaching institution. MRI-UQ has more than 300 research staff, post graduate students and clinical researchers. There are currently 70 students undertaking a PhD, MPhil or Honours program. The Institute has access to world-class research infrastructure in the state-of-the-art Translational Research Institute (tri.edu.au). MRI-UQ has a strong commitment to career development and mentoring.

### **Translational Research Institute (TRI)**

Focusing on a wide range of health and medical research areas, the Translational Research Institute (TRI) is a joint venture between Mater Research (MR) The University of Queensland Diamantina Institute (UQDI), Queensland University of Technology's Institute of Health and Biomedical Innovation (IHBI), and the Princess Alexandra Hospital's Centres for Health Research. The Translational Research Institute brings these research facilities together with the aim to improve and accelerate the translation of medical research into greater patient care.

## 2. HOURS

This is a part time appointment. Working hours need to be agreed with one's supervisor. As with all scientific institutes, we acknowledge the need for flexibility in working hours in order to undertake the experimental procedures appropriate to individual projects.

## 3. PURPOSE OF POSITION

The Executive Director (ED) of Mater Research / Director of Mater Research Institute – The University of Queensland (MRI-UQ) provides leadership and management to ensure that the organisation meets its scientific, research and commercial objectives. In conjunction with the Board, the ED/Director is responsible for the development of the strategic direction of the organisation in line with the strategic plan.

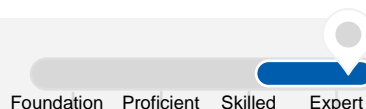
As the primary interface of Mater Research and MRI-UQ with key stakeholders, the ED/ Director is responsible for promoting, identifying and nurturing relationships with government, philanthropic organisations, other medical research institutes, hospitals, other research organisations and industry. The ED/Director is responsible for developing and ensuring the effective management of all aspects of the organisation's activities, including the development of a stream of significant, successful research programs.

The ED/Director will drive the process of further developing a world-class medical research institute based upon a commitment to academic medicine to discover, develop and translate medical research for the benefit of humanity, that integrates with areas of excellence within the health services provided by the Mater Hospitals.

## 4. ORGANISATIONAL ALIGNMENT

The Mater Capability Framework consists of six core capability groups, which encompass the individual capabilities and behaviours essential to driving performance excellence across our organisation: Personal Attributes, Build Relationships, Results Focused, Mission Drivers, Business Enablers, and Leadership and People Management. Each Mater team member is accountable for consistently performing, promoting and developing the capabilities and behaviours within the Capability Framework - as individuals and as a team.

### Position's required proficiency of Mater's Capability Framework:



### Leading self -

 <b>Personal Attributes</b>	Individual behaviours influenced by our values and ethical compass
 <b>Build Relationships</b>	Shape and maximise relationships with colleagues, patients and the community
 <b>Results Focused</b>	Drive and influence successful organisational outcomes
 <b>Mission Driven</b>	We serve together to bring God's mercy to our communities through compassionate, transforming, healing ministries

### Leading others -



### *Business Enablers*

Boost effective service delivery and champion change management



### *Leadership & People Management*

Inspire, engage and develop our people

## 5. POSITION DESCRIPTION

### 5.1. Leadership

- Demonstrate a clear vision for the organisation and maintain a long-term, big-picture view.
- Cultivate an active network of relationships to position Mater Research to take a lead role in national and international research initiatives.
- Develop a culture within the organisation that aligns with the vision, beliefs and strategies of the Mater Group and Sisters of Mercy.
- Create a culture that fosters personal investment and excellence and nurtures commitment to a common vision and shared values.
- Promote collaboration and teamwork across organisational boundaries and encourage a diversity of perspectives to build consensus.
- Translate broad strategies into specific objectives and action plans that motivate performance to achieve business objectives.
- Utilise the full capabilities of each team and appropriate external entities to leverage cross-disciplinary knowledge to improve organisational performance.
- In collaboration with leaders of other Mater ministries, act to sustain and develop Mater brand integrity.
- Provide overall leadership to research groups in a variety of scientific and clinical areas.
- Lead and support the Director of Clinical Research, Director of Biomedical Research and the Director of Operations.

### 5.2 Research collaboration, engagement and commercialisation

- Develop and promote the formation of collaborative and multidisciplinary research groups on the Mater campus with clinicians and researchers and in the wider scientific community that engage in collaborative research of national international significance.
- Establish new capacity for inter- and multi-disciplinary collaborative approaches to research, linking with other national and international research centres in similar and/or related fields.
- Seek and initiate new partnerships and opportunities that will support growth of the research themes across Mater Research and the Faculty.
- Provide leadership in enhancing the interface of institute-based research with industry and government including the professional promotion and marketing of the organisation's research capability.
- Assume responsibility for the translation of research into appropriate commercial outcomes.
- Ensure that the organisation attracts, recruits and retains high profile scientists and academic clinicians across a range of disciplines.
- Work with the Scientific Advisory Board to ensure that research is of a high national and international standard.
- Develop an effective IP commercialisation program that is a viable revenue stream for the organisation.

### 5.3 Professional and community

- Increase knowledge in the field of human medicine by promoting the conduct of research which meets the tenets and values of the Catholic Church as interpreted and lived by the Sisters of Mercy.
- Maintain a high profile within relevant professional organisations.

- Represent the organisation at external forums and ensure a continuing positive working relationship with government, other medical research institutes and hospitals.
- Participate in and provide leadership in community affairs related to the discipline in professional, government, commercial and industrial sectors where appropriate.
- Interact with a wide range of organisations which fund the Institute's research programs and identify and establish new opportunities for funding of research.

#### **5.4 Funding and resources**

- Ensure the organisation grows its competitive research funding, including NHMRC funded research.
- Work with the Mater Foundation to significantly increase the level of philanthropic funding available to the Institute.
- Work with Mater Group to establish a formula for continuing overhead, infrastructure and research program funding which is recognised as providing Mater Group with agreed outcomes.
- Lead the discussions with the Translational Research Institute to ensure an optimal outcome for both Mater Group with respect to the resources that this government backed research infrastructure initiative can provide.
- Seek out new and emerging resourcing opportunities.

#### **6. PRIMARY DELEGATIONS AND ACCOUNTABILITIES**

- The ED Mater Research will be accountable to the Chair Mater Research Board.
- The use of Institute property, equipment and technical support facilities will respect the guidelines established by the Institute.

Matters that must be referred to ED:

- Breaches of research integrity or research misconduct.
- Any event which leads to the discontinuity of any research and/or service that the group may provide.
- Any matters which are not clearly identified or do not comply with the Institute's policies and procedures.

#### **7. INTELLECTUAL PROPERTY**

Mater Research will require the assignment of all rights, in and to all discoveries, and inventions made, developed, or devised while working at or under the guidance of the Mater Research, during the term of the appointment.

#### **8. SELECTION CRITERIA**

##### **Qualifications**

*Essential*

- Tertiary qualification(s) in a relevant field, such as medicine, science or allied health; PhD or MD by research in a relevant field or equivalent experience.

*Desirable*

- Formal training in management or leadership.

##### **Knowledge and Skills**

*Essential*

- Contemporary understanding of scientific, research or relevant complex organisation and the ability to develop implement a high-quality strategic plan to address the challenges and opportunities, particularly in relation to the funding environment.

- Ability to provide strategic leadership and operational management of all organisational matters of complex organisations.
- Recognised as an international leader in a research field aligned to the programs of Mater Research.
- Exceptional ability to represent and advocate for the Institute in an articulate and positive manner, including expertise in negotiation, resolution of problems and the maintenance of highly ethical public relations in formal and informal settings.
- Inspiring leadership skills and a proven ability to retain, build and inspire a bright and creative team towards optimum performance.
- In-depth working knowledge of current applicable regulations and industry best practices and standards pertaining to the disclosure of clinical trial information is critical.
- Exceptional interpersonal skills, with the demonstrated ability to engage, influence and negotiate at the executive level within and external to the academic environment.

### **Experience**

#### *Essential*

- Demonstrated academic track record at Professorial or Associate Professor level in a research-intensive university or medical research institute.
- Demonstrated record of successful leadership in an academic or research environment at the Executive level.
- Evidence of successfully developing and building sustained relationships with industry, government and/or professional bodies and a proven track record of successfully navigating complex areas, particularly around advocacy, policy and innovation.
- Proven experience in fostering strong partnerships and a collaborative team environment.

### **Personal Qualities**

#### *Essential*

- Commitment to the Promotion of the Philosophy and Mission of the Mater Group and goals of the Mater Research.
- Personal attributes of integrity, initiative, sound judgement and respect for confidentiality.
- Clear and transparent communication and decision-making skills. Ability to articulate a vision and build a coalition of support.

## **9. REVIEW**

The position will be subject to mutual review on an annual basis.