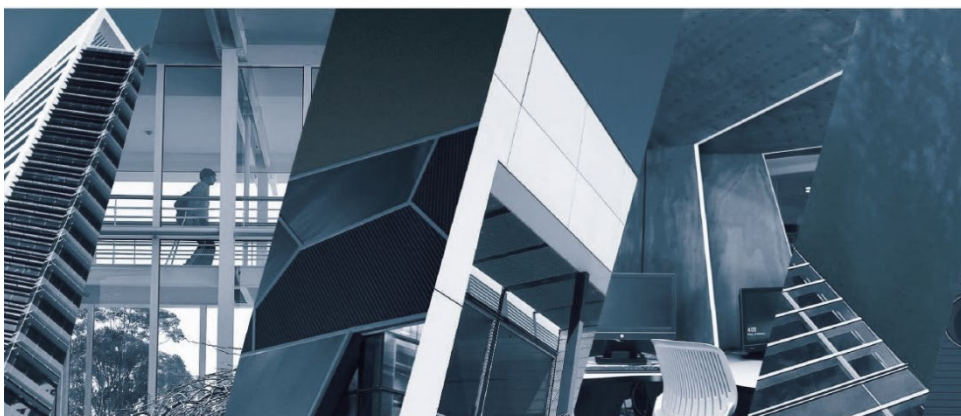


# Position Description



Position title:	Research Fellow, Collaborative Evaluation & Research Group (CERG)
School/Directorate/VCO:	Institute of Health and Wellbeing
Campus:	Gippsland Campus.
Classification:	Academic Level B
Time fraction:	Part-time
Employment mode:	Fixed-term employment
Further information from:	Associate Professor Joanne Porter, Director, Collaborative Evaluation & Research Group (CERG) Telephone: 0412 142 055 Email: joanne.porter@federation.edu.au
Recruitment number:	851705

## Position summary

This role supports research capacity development in Gippsland through the Collaborative Evaluation & Research Group (CERG). The Research Fellow will provide skills and support for research / evaluation projects working as part of the CERG team supporting the work of the Director, CERG.

## Portfolio

The Institute of Health and Wellbeing operates across the four main campuses of Mt Helen (Ballarat), Berwick, Gippsland (Churchill) and Brisbane, and comprises approximately 150 fixed term and continuing academic staff, and a range of administrative, professional and sessional staff members. The Institute offers undergraduate and postgraduate programs in exercise and sports science, nursing, midwifery, paramedicine, psychology, occupational therapy, physiotherapy, public health, speech pathology, work health and safety, and research. Research, industry collaboration and consultancy form a major aspect of the Institute's activities, with numerous partnerships established with local, state, national and international organisations.

## Background

At Federation University, we are driven to make a real difference to the lives of every student, and to the communities we serve.

We are one of Australia's oldest universities, known today for our modern approach to teaching and learning. For 150 years, we have been reaching out to new communities, steadily building a generation of independent thinkers united in the knowledge that they are greater together.

Across our university and TAFE campuses in Ballarat, Berwick, Brisbane, Gippsland, and the Wimmera, we deliver world-class education and facilities. With the largest network of campuses across Victoria, as well as a growing Brisbane base, we are uniquely positioned to provide pathways from vocational education and skills training at Federation TAFE through to higher education.

To be successful at Federation University you must be willing to enthusiastically embrace the university's ambition as expressed in the 2021 - 2025 University Strategic Plan and share the University's values of:

**INCLUSION**, we celebrate our diversity, particularly valuing Aboriginal and Torres Strait Islander cultural heritage, knowledge and perspectives.

**INNOVATION**, we are agile and responsive to emerging opportunities.

**EXCELLENCE**, we act with integrity and take responsibility for achieving high standards.

**EMPOWERMENT**, we create a supportive environment to take informed risks in pursuit of success.

**COLLABORATION**, we establish genuine partnerships built on shared goals.

### Key responsibilities

1. Conduct research and produce relevant high quality, high impact research outputs including but not restricted to peer reviewed papers, conference presentations, productive research collaborations and publications aimed at policy and practitioner audiences.
2. Conduct relevant research, including design of studies and data collection, using a range of rigorous methods appropriate to the specific research.
3. Contribute to preparation of research presentations and other materials and participate in relevant meetings and activities with stakeholders, government and research collaborations.
4. Contribute to the establishment, building and strengthening of collaborative relationships between the University and key partner organisations as well as with key research centres and groups at other institutions, nationally and internationally.
5. Contribute to project management and research governance, as directed by Project Managers and Director, CERG, including preparation of research grant applications, ethics applications, reports and progress and final reports for funding bodies.
6. Collaborate with other Group staff and students and external researchers on projects, grants and papers, as relevant to specific allocated research tasks.
7. Contribute to the supervision/mentorship of research support staff, students and visiting industry and research fellows.
8. Be an active team member of the Group through participating in related research activities, professional networks and other team building and research development activities.
9. Other responsibilities applicable to a Level B academic under current minimum standards for Academic Levels, as assigned by the Director, CERG.
10. Reflect and embed the University's strategic purpose, priorities and goals when exercising the responsibilities of this position. For a more complete understanding and further information please access the Strategic Plan at: <https://federation.edu.au/about-us/our-university/strategic-plan>.
11. Undertake the responsibilities of the position adhering to:
  - The Staff and Child Safe Codes of Conduct and Conflict of Interest Policy and Procedure;
  - Equal Opportunity and anti-discrimination legislation and requirements;
  - the requirements for the inclusion of people with disabilities in work and study;
  - Occupational Health and Safety (OH&S) legislation and requirements; and
  - Public Records Office of Victoria (PROV) legislation.

#### Level of responsibility

The Research Fellow will work independently in the conduct of research / evaluation activities, through the direction of the Director, Collaborative Evaluation & Research Group (CERG).

The Research Fellow actively supports the strategic goals of the Group and the University. The Research Fellow will be an active contributor to research supervision and development, and take administrative functions within the Group, developing his or her expertise in teaching, research and administration with an increasing degree of autonomy.

#### Position and Organisational relationships

The Research Fellow will work under the broad direction of the Director, CERG as a direct report and as a key part of the CERG research and evaluation team, liaising with stakeholders and research partners.

The position reports indirectly to the Executive Dean, Institute of Health and Wellbeing at Federation University.

#### Key selection criteria

Applicants must demonstrate they are able to undertake the inherent responsibilities of the position as contained in the position description and are able to meet the following key selection criteria:

#### Training and qualifications

1. The Research Fellow, CERG will hold at least a master's degree with a significant research component in a relevant field. A doctorate degree would be desirable.

#### Experience, knowledge and attributes

2. Demonstrated research experience including undertaking literature searches, database management, preparation and publication of research findings / evidence of publication in high quality academic journals or other equally recognised relevant research production.
3. Demonstrated capacity and preparedness to manage and implement research projects that involve significant interaction with professional/industry groups and the wider community.
4. Demonstrated capacity and preparedness to achieve an active research profile in a relevant area.
5. Previous experience in academic research including demonstrated competence in quantitative and/or qualitative research methods.
6. Demonstrated interpersonal, oral and written communication skills, together with an ability to relate well to students and other University staff.
7. Demonstrated working knowledge and application of the Child Safety Standards.
8. Demonstrated knowledge and application of appropriate behaviours when engaging with children, including children with a disability and from culturally and/or linguistically diverse backgrounds.

***The University reserves the right to invite applications and to make no appointment.***

*It is not the intention of the position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position. The aspects mentioned above may be altered in accordance with the changing requirements of the role.*

### Key Minimum Standards for Academic Levels (MSALs)

#### Teaching and research academic staff

##### Level B

A Level B academic will undertake independent teaching and research in his or her discipline or related area. In research and/or scholarship and/or teaching a Level B academic will make an independent contribution through professional practice and expertise, and coordinate and/or lead the activities of other staff, as appropriate to the discipline.

A Level B academic will normally contribute to teaching at undergraduate, honours and postgraduate level, engage in independent scholarship and/or research and/or professional activities appropriate to his or her profession or discipline. He or she will normally undertake administration primarily relating to his or her activities at the institution and may be required to perform the full academic responsibilities of and related administration for the coordination of an award program of the institution.

*The standards are not exhaustive of all tasks in academic employment, which is by its nature multi-skilled and involves an overlap of duties between levels.*