THE UNIVERSITY OF
MELBOURNE

Melbourne Institute: Applied Economic & Social Research
Faculty of Business and Economics

Research Fellow – Data Scientist / Data Analyst (Academic Specialist)

POSITION NO	0057347
CLASSIFICATION	Level B
SALARY	$110,236 – $130,900 p.a
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full-time
BASIS OF EMPLOYMENT	Continuing (Research Contingent)
OTHER BENEFITS	https://about.unimelb.edu.au/careers/staff-benefits
HOW TO APPLY	Online applications are preferred. Go to http://about.unimelb.edu.au/careers, select the relevant option ('Current Opportunities' or 'Jobs available to current staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Professor Roger Wilkins Acting Director, Melbourne Institute Tel +61 3 8344 2092 Email melbinst-recruitment@unimelb.edu.au *Please do not send your application to this contact*

For information about working for the University of Melbourne, visit our website:
about.unimelb.edu.au/careers

Acknowledgement of Country

The University of Melbourne would like to acknowledge and pay respect to the Traditional Owners of the lands upon which our campuses are situated, the Wurundjeri and Boon Wurrung peoples, the Yorta Yorta Nation, the Dja Dja Wurrung people. We acknowledge that the land on which we meet and learn was the place of age-old ceremonies, of celebration, initiation and renewal, and that the local Aboriginal peoples have had and continue to have a unique role in the life of these lands.

Position Summary

The Melbourne Institute: Applied Economic & Social Research is Australia's leading applied economics and social policy research institute. It has a longstanding history of rigorous study and analysis of economic and social issues affecting broader society. Areas of research include labour markets and employment, family economics, social disadvantage, health economics and markets, education and child development, macroeconomics, and public economics. The Melbourne Institute is known for establishing and curating several panel surveys, including Journeys Home, Medicine in Australia: Balancing Employment and Life (MABEL) and Household, Income and Labour Dynamics in Australia (HILDA), as well as working with administrative data, behavioural data and conducting randomized control trials.

The Melbourne Institute combines the expertise needed to model and frame policy relevant questions with data and analytical analysis. As a department in the Faculty of Business and Economics, the Melbourne Institute is focused on undertaking academic research and engaging with non-academic stakeholders on a range of projects that help to fulfil its mission of informing Australian Economic and Social Policy. All staff members are expected to work on directed and independent research projects that lead to high quality peer-reviewed research publications and that influence policy and practice by government and industry. Support for the operations of the Melbourne Institute is from internal and external sources, including competitive Australian Research Council (ARC) and National Health and Medical Research Council (NHMRC) grants, and contract research from government and other organisations.

The Research Fellow – Data Scientist / Data Analyst, works within the Data and Analytics team to provide research and data support to the Melbourne Institute's range of projects. This includes using state of the art data science tools and techniques on large-scale economic and social data to support ongoing academic and/or contract research projects. This also includes supporting existing projects with data visualisation skills to create engaging interactive data visualisations that can bridge the gap from a technical report to policy relevance. The successful candidate will also facilitate data governance activities inside the Melbourne Institute's secure data enclave, the Melbourne Institute Data Lab which has been built to support national data sharing infrastructure. The Research Fellow will also be expected to pursue research and engagement opportunities to present and publish work in your area of expertise.

1. *Key Responsibilities*

The Research Fellow – Data Scientist / Data Analyst will work on various projects within the Data and Analytics team of the Melbourne Institute. Specific duties include:

- Interact and collaborate with researchers and key stakeholders to establish research approaches and provide advice and support for research projects at the Melbourne Institute.

- Support research activities through the development of tools, systems and technical programming that enhance the ability to extract information and insights from data.

- Develop, transform, and analyse large-scale datasets utilising best practice computer programming, data science, and statistical techniques.

- Design and develop data visualisations, both static and interactive, that better engage the audience on key findings from reports, short reviews, and other analyses.

- Provide support in the design, drafting and facilitation of data governance activities within a secure data enclave built for national level data sharing of data assets that benefit economic and social policy research.

- Conduct research either as a member of a team or independently which includes the development of manuscripts for future publication in peer-reviewed academic journals.

- Conduct research and make presentations that reach to non-academic audiences interested in the analysis of economic and social policy issues.

- Undertake professional activities such as giving presentations and general engagement with academic and non-academic audiences at conferences and seminars.

- Prepare and contribute to the preparation of research grants and project plans.

- Actively participate in the communication and dissemination of research.

- Identify sources of funding to support individual or collaborative projects relating to research and engagement practice.

- Undertake engaged research activities (analysis, report writing, presentations, meeting with key stakeholders, etc.) that are driven by projects funded through the Melbourne Institute and/or other parts of the university.

- Undertake contract and applied research and the production of reports/papers.

- Help shape the Data and Analytics team efforts in support of applied economic and social research collaborations through i) practical state of the art methods and tools; ii) technology transfer to the wider Melbourne Institute research and technical staff; iii) seminars and hands-on tutorials on advanced data methods, iv) training other staff on data development and analysis techniques.

- Contribute positively to the smooth operation of the research and to the work of the Melbourne Institute.

- Attending Melbourne Institute and relevant FBE meetings, workshops, and seminars.

2. Selection Criteria

2.1 ESSENTIAL

- A PhD or equivalent experience in empirical methods, data science, statistics or closely related field that involves empirical analysis (e.g. could be in a PhD in economics).

- Highly developed skills in data development, data preparation, applied data analysis and data visualisation relevant to large-scale datasets.

- Substantial experience with the use of statistical software packages, such as STATA, R and SAS, and other programming languages, such as SQL and Python, for efficient programming and data management.

- Knowledge of current tools and methods in data science and/or empirical research methods.

- Demonstrated ability to work independently and collaboratively in a team to ensure successful project outcomes.

▸ Excellent written and oral communication skills.

2.2 DESIRABLE

▸ Demonstrated understanding of social and economic data.

▸ Evidence of the ability to publish in leading academic journals.

▸ Evidence of the ability to develop reports and presentations for a non-academic audience.

▸ Evidence of the ability to work effectively with external clients.

2.3 OTHER JOB RELATED INFORMATION

▸ This position requires the incumbent to hold a current and valid Working with Children Check.

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 Advancing Melbourne strategy that addresses 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 Advancing Melbourne.

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 ORGANISATION UNIT

http://melbourneinstitute.unimelb.edu.au/

The Melbourne Institute is a research-only department within the Faculty of Business and Economics at the University of Melbourne. It is Australia's leading and longest standing research institute in the field of economics, undertaking cutting-edge research into key issues relevant to modern economic and social policy.

The Melbourne Institute has a core faculty of some 40 academics and academic specialists, a team of research staff that include expertise in data science and analytics, a team of professional/administrative staff that support the mission and operations of the department, honorary fellows and PhD students. Reflecting the standards of research excellence achieved at the Melbourne Institute, staff are expected to publish in internationally acclaimed peer reviewed journals and to lead the public debate on economic and social policy.

The Melbourne Institute has an organisational structure that involves senior research staff (level D and E) supervising teams of research and related staff. Research staff are affiliated with one or more research programs that cover a range of areas in applied micro- and macro-economic analysis and policy. All research programs undertake both academic and engaged research projects that result in a range of publications that include top peer-reviewed academic journals and highly regard research briefings and reports. Researchers may work on projects in different programs, consistent with their research capabilities and work demands.

5.2 BUDGET DIVISION

The Faculty of Business and Economics at the University of Melbourne has been preparing students for exciting and challenging careers in industry since 1924. We have developed an outstanding reputation, locally and internationally, for the quality of our teaching and research. The Faculty has an active board of business leaders, government representatives and community leaders who contribute to the implementation of our vision.

Further information about joining the Faculty is available here
https://fbe.unimelb.edu.au/about/join-fbe

Organisational Structure

The Faculty is home to Melbourne Business School (MBS) and to six teaching and research departments:

Accounting

Business Administration

Economics

Finance

Management and Marketing

Melbourne Institute: Applied Economic & Social Research

The Faculty has the following student and academic support centres:

Academic Support Office

Student Experience and Experiential Learning

Research Development Unit

The Williams Centre for Learning Advancement

The Faculty also hosts two University-wide initiatives:

▸ The Melbourne School of Professional and Continuing Education (MSPACE) which provides support to all Academic Divisions for their existing professional, continuing and executive education programs, and operates with a specific whole-of-institution mandate to significantly expand the University's professional, continuing and executive education offerings.

▸ The Melbourne Entrepreneurial Centre (MEC) which brings together a number of programs to focus a range of activities aimed at developing an entrepreneurial culture at the University of Melbourne.

Our Programs

There are about 10,000 students enrolled in undergraduate and graduate degrees within the Faculty.

The Bachelor of Commerce is one of the most sought-after business courses in Australia. From 1 May 2013 all graduate programs in business and economics are offered through Melbourne Business School. Melbourne Business School offers a full suite of professional masters programs for those with little work experience right through to the MBA suite. It is also the home of leading research masters degrees and the PhD.

Our Graduates

Since the Faculty was established it has produced over 53,000 graduates. Many of our alumni now occupy senior positions in business, government and academia, in Australia and around the world.

Further information about the Faculty is available at www.fbe.unimelb.edu.au.

5.3   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

5.4 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.

5.5 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