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|  | Position Description |

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| College/Division: | ANU College of Health and Medicine |
| Faculty/School/Centre: | John Curtin School of Medical Research |
| Department/Unit: | ACRF Department of Cancer Biology and Therapeutics |
| Position Title: | Postdoctoral Fellow |
| Classification: | Academic Level A |
| Position No: | TBA |
| Responsible to: | A/Prof Marian Burr |
| Number of positions that report to this role: | 4 |
| Delegation(s) Assigned: | NA |

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| PURPOSE STATEMENT:  ANU has an international reputation for research and education relevant to the health and well-being of the population of Australia, as well as that of the developing world. This is achieved through discovery research, applied research in health service settings, research-led teaching in health and medical sciences, and the translation of research findings into practice and policy. The ANU College of Health and Medicine comprises the Research School of Psychology, the ANU Medical School, the John Curtin School of Medical Research and the Research School of Population Health. These schools work together to deliver world-class research and education across the spectrum of medicine and health-related fields, working in partnership with the health sector at local, national and international levels.  The Research School of the John Curtin School of Medical Research is a leading centre of cancer biology, genomics and immunology research in Australia. Researchers have a tradition of excellence in addressing the world’s most pressing health issues, including the development of new and better treatments for people with cancer and other diseases.  The Postdoctoral Fellow is expected to undertake work in all three areas of academic activity –research, education and service (including outreach). The allocation of time to each area will be discussed with the position supervisor annually and be reflective of the external funding conditions that support the appointment, the appointees research agenda, school and interdisciplinary teaching requirements and leadership opportunities within the School environment. The Postdoctoral Fellow may also be required to supervise or assist in the supervision of students, and contribute cooperatively to the overall intellectual life of the School, College and University.  KEY ACCOUNTABILITY AREAS:  Position Dimension & Relationships:  The Postdoctoral Fellow will be a member of Research School of the John Curtin School of Medical Research, accountable to the Head, ACRF Department of Cancer Biology and Therapeutics and Director of the School. The Postdoctoral Fellow will be expected to work collegially, leading by example to develop and maintain effective, productive and beneficial workplace relationships with all academic and professional School and College staff, students and honorary appointees, as well as with industry stakeholders. This position will also have a mentoring role for students and will engage in collegial and productive collaborations with local, national and where possible, international colleagues.  Role Statement:   * In their role as an Academic Level A the Postdoctoral Fellow is expected to: * Undertake research in cancer biology and epigenetics with a view to publishing original and innovative results in refereed journals, present research at academic seminars and at national and international conferences, and collaborate with other researchers at a national and international level. This includes working as part of a team on an externally funded project subject to deadlines. * Collaborate with senior staff to actively seek and secure external funding, assist to prepare and submit research proposals to external funding bodies as appropriate. * Actively contribute to all aspects of the operation of the School. * Assist in outreach activities including to prospective students, research institutes, industry, government, the media and the general public. * Maintain high academic standards in all education, research and administration endeavours. * Take responsibility for their own workplace health and safety and not willfully place at risk the health and safety of another person in the workplace. * A demonstrated understanding of equal opportunity principles and policies and a commitment to their application in a university context. * Other duties as required that are consistent with the classification of the position.   ***Skill Base***  *A Level A academic will work with the support and guidance from more senior academic staff and is expected to develop their expertise in teaching and research with an increasing degree of autonomy. A Level A academic will normally have completed four years of tertiary study or equivalent qualifications and experience and may be required to hold a relevant higher degree.*  *A Level A academic will normally contribute to teaching at the institution, at a level appropriate to the skills and experience of the staff member, engage in scholarly, research and/or professional activities appropriate to their profession or discipline, and undertake administration primarily relating to their activities at the institution. The contribution to teaching of Level A academics will be primarily at undergraduate and graduate diploma level.* |

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| SELECTION CRITERIA:   1. A PhD (or awarding of a PhD within six months of appointment commencement) in bioinformatics, computational biology, systems biology, computer science or mathematics, or equivalent qualifications and experience in a related area. 2. Demonstrated experience in data analysis and programming and competency using R and python, Unix. 3. Expertise in the analysis of next generation sequencing data and the ability to integrate genome-wide datasets such as RNA-seq, ChIP-seq, ATAC-seq. 4. A strong motivation to work in biomedical research. 5. Ability to design analyses to address scientific questions and develop novel methods. 6. A strong track record of academic excellence and productivity. 7. Ability to work well as part of a team, meet deadlines and work closely with cell and molecular biologists. 8. Experience in the analysis of single cell sequencing data. 9. Excellent oral and written English language skills and a demonstrated ability to communicate and interact effectively with a variety of staff and students in a cross-disciplinary academic environment and to foster respectful and productive working relationships with staff, students and colleagues at all levels. 10. A demonstrated understanding of equal opportunity principles and policies and a commitment to their application in a university context.   *The ANU conducts background checks on potential employees, and employment in this position is conditional on satisfactory results in accordance with the Background Checking Procedure which sets out the types of checks required by each type of position.* | | | |
| Supervisor/Delegate Signature: |  | Date: | Dec 2021 |
| Printed Name: | Marian Burr | Uni ID: |  |

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| References: |
| [General Staff Classification Descriptors](http://info.anu.edu.au/hr/Salaries_and_Conditions/Enterprise_Agreement/2010-2012/Schedule_5) |
| [Academic Minimum Standards](http://info.anu.edu.au/hr/Salaries_and_Conditions/Enterprise_Agreement/2010-2012/Schedule_4) |

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|  | Pre-Employment Work Environment Report |

# Position Details

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| **College/Div/Centre** | CHM | **Dept/School/Section** | JCSMR |
| **Position Title** | Postdoctoral Fellow | **Classification** | Academic Level A |
| **Position No.** | TBA | **Reference No.** |  |

In accordance with the Work Health and Safety Act 2011 (Cth) the University has a primary duty of care, so far as reasonably practicable, to ensure the health and safety of all staff while they are at work in the University.

1. This form must be completed by the supervisor of the advertised position and appended to the back of the Position Description.
2. This form is used to advise potential applicants of work environment and health and safety hazards prior to application.
3. Once an applicant has been selected for the position they must familiarise themselves with the University WHS Management System via Handbook guidance [https://services.anu.edu.au/human-resources/health-safety/whs-management-system-handbook](https://services.anu.edu.au/human-resources/health-safety/whs-management-system-handbook%20%20)
4. The hazards identified below are of generic nature in relation to the position. It is not correlated directly to training required for the specific staff to be engaged. Identification of individual WHS training needs must be in accordance with WHS Local Training Plan and through the WHS induction programs and Performance Development Review Process.
5. ‘Regular’ hazards identified below must be listed as ‘Essential’ in the Selection Criteria - see ‘ Employment Medical Procedures’ at <http://info.anu.edu.au/Policies/_DHR/Procedures/Employment_Medical_Procedures.asp>

# Potential Hazards

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| 1. Please indicate whether the duties associated with appointment will result in exposure to any of the following potential hazards, either as a regular or occasional part of the duties. | | | | | | | | | | | |
| TASK | regular |  | | occasional |  | TASK | | | regular |  | occasional |
| key boarding |  |  | |  |  | laboratory work | | |  |  |  |
| lifting, manual handling |  |  | |  |  | work at heights | | |  |  |  |
| repetitive manual tasks |  |  | |  |  | work in confined spaces | | |  |  |  |
| Organizing events |  |  | |  |  | noise / vibration | | |  |  |  |
| fieldwork & travel |  |  | |  |  | electricity | | |  |  |  |
| driving a vehicle |  |  | |  |  |  | | |  |  |  |
| NON-IONIZING RADIATION |  |  | |  |  | IONIZING RADIATION | | |  |  |  |
| solar |  |  | |  |  | gamma, x-rays | | |  |  |  |
| ultraviolet |  |  | |  |  | beta particles | | |  |  |  |
| infra red |  |  | |  |  | nuclear particles | | |  |  |  |
| laser |  |  | |  |  |  | | |  |  |  |
| radio frequency |  |  | |  |  |  | | |  |  |  |
| CHEMICALS |  |  | |  |  | BIOLOGICAL MATERIALS | | |  |  |  |
| hazardous substances |  |  | |  |  | microbiological materials | | |  |  |  |
| allergens |  |  | |  |  | potential biological allergens | | |  |  |  |
| cytotoxics |  |  | |  |  | laboratory animals or insects | | |  |  |  |
| mutagens/teratogens/  carcinogens |  |  | |  |  | clinical specimens, including blood | | |  |  |  |
| pesticides / herbicides |  |  | |  |  | genetically-manipulated specimens | | |  |  |  |
|  |  |  | |  |  | immunisations | | |  |  |  |
| OTHER POTENTIAL HAZARDS (please specify): | | | | | | | | | | | |
| **Supervisor/Delegate Name:** | | | *Marian Burr* | | | | Date: | *Dec 2021* | | | |  | **Date:** |  |