

POSITION DESCRIPTION

RESEARCH FELLOW

POSITION LEVEL	Level B
FACULTY/DIVISION	Medicine
POSITION NUMBER	00064962
ORIGINAL DOCUMENT CREATION	15/10/ 2020

POSITION SUMMARY

A Research Fellow (Level B) is expected to carry out independent and/or team research within the field in which they are appointed and to carry out activities to develop their research expertise relevant to their particular field of research.

The role of Research Fellow reports to the Head of School and has no direct reports.

ACCOUNTABILITIES

Specific accountabilities for this role include:

- Engage in individual and/or collaborative research in a manner consistent with disciplinary practice.
- Lead data analysis and interpretation of data from a range of prospective cohort studies, and health systems studies in Australia and globally.
- Develop and prepare high quality research outputs (including but not limited to abstracts, presentations, manuscripts, reports).
- Write study protocols, grant applications, and assist with grant management activities.
- Ensure data integrity and quality assurance in completed work.
- Interpret results and lead the preparation of publications.
- Assist in research activities including organisation of collaborator and reference group meetings.
- Perform ongoing review of literature and evidence related to the study research.
- Ensure all reporting and project work is respectful of and privileges Aboriginal and Torres Strait Islander voice.

- Stakeholder management, including leading the coordination of meetings and liaison with collaborators.
- Mentor and guide students and colleagues and develop the next generation of academics through involvement in supervision of HDRs (as per the norms of the discipline).
- Perform other duties as requested by the supervisor.
- Align with and actively demonstrate the [UNSW Values in Action: Our Behaviours](#) and the [UNSW Code of Conduct](#).
- Cooperate with all health and safety policies and procedures of the university and take all reasonable care to ensure that your actions or omissions do not impact on the health and safety of yourself or others.

SKILLS AND EXPERIENCE

- PhD or equivalent in injury, epidemiology, public health or equivalent and/or relevant work experience.
- Demonstrated experience and skills in quantitative data analysis.
- Demonstrated track record in research with outcomes of high quality and high impact with clear evidence of the desire and ability to continually achieve research excellence as well as the capacity for research leadership.
- Expertise in conduct and reporting of research in injury prevention and/or trauma care.
- Experience within Aboriginal health research with an understanding of the issues affecting Aboriginal and/or Torres Strait Islander people.
- Demonstrated experience and skills in developing grant proposals, ethics applications, reporting, and data collection.
- Demonstrated advanced analytical and problem-solving skills including the ability to anticipate, access and implement strategic solutions.
- Demonstrated ability to work independently in a goal-directed manner yet collaboratively with other staff and external providers.
- Excellent written, verbal and interpersonal communication skills.
- Demonstrated flexibility and excellent time management skills.
- An understanding of and commitment to UNSW's aims, objectives and values in action, together with relevant policies and guidelines.
- Knowledge of health and safety responsibilities and commitment to attending relevant health and safety training.

PRE- EMPLOYMENT CHECKS REQUIRED FOR THIS POSITION

ABOUT THIS DOCUMENT

- **Verification of qualifications**

This Position Description outlines the objectives, desired outcomes, key responsibilities, accountabilities, required skills, experience and desired behaviours required to successfully perform the role.

This template is not intended to limit the scope or accountabilities of the position. Characteristics of the position may be altered in accordance with the changing requirements of the role.