



**Australian
National
University**

Position Description

College/Division:	ANU College of Asia and the Pacific
Faculty/School/Centre:	Coral Bell School of Asia Pacific Affairs
Department/Unit:	Department of Pacific Affairs
Position Title:	Research Fellow
Classification:	Academic Level B
Position No:	
Responsible to:	Distinguished Policy Fellow, Department of Pacific Affairs
Number of positions that report to this role:	Nil
Delegation(s) Assigned:	Nil

PURPOSE STATEMENT:

The ANU College of Asia and the Pacific (CAP) leads intellectual engagement with the Asia-Pacific region through research, teaching and contributions to public debate, and seeks to set the international standard for scholarship concerning the region.

The Department of Pacific Affairs (DPA) is a vibrant research unit, comprising over 20 academics and as many PhD students, situated in the Coral Bell School of Asia Pacific Affairs. DPA is the leading international centre for applied research into contemporary governance issues in the broader Pacific. In addition to its scholarly goals, DPA maintains a strong commitment to active engagement with policy communities in the region and Australia.

KEY ACCOUNTABILITY AREAS:

Position Dimension & Relationships:

The Research Fellow will join DPA's research program on Geopolitics and Regionalism and will work collegially with both academic and professional staff in the cluster and in the wider DPA Program to contribute towards the achievement of research, educational and community engagement outcomes in accordance with the strategic goals of the DPA Program, School, College and ANU more broadly.

They will be supervised by DPA's Distinguished Policy Fellow and will conduct quality, independent, policy-relevant research; publish in peer-reviewed journals and in forums oriented to a broader policy audience; conduct policy briefings for government, donors and other regional stakeholders; and contribute to DPA's teaching program.

Role Statement:

1. Undertake quality independent research focused on Geopolitics and Regionalism in the Pacific Islands region.
2. Undertake applied policy-relevant research, and contribute to collaborative research within DPA.
3. Publish in peer-reviewed journals and in venues oriented to a broader policy audience (which includes regional governments, policy makers and development practitioners in Australia and in partner countries within the Pacific), including DPA in-house publication series.
4. Provide policy-relevant briefings and/or undertake research consultancies, and relate academic research to policy advice and formulation.
5. Contribute to DPA's broader teaching program and the teaching activities of the School at the undergraduate and graduate levels and through executive education, including through the preparation and delivery of lectures and tutorials and through supervision of HDR students.
6. Actively seek and secure external funding including the preparation and submission of research proposals to external funding bodies.
7. Supervise less senior academic staff and research support staff in your research area
8. Assist in outreach activities including to prospective students, research institutes, industry, government, the media and the general public.
9. Maintain high academic standards in all education, research and administrative endeavours.

10. Comply with all ANU policies and procedures, and in particular those relating to work health and safety and equal opportunity.
11. Undertake other duties as required, consistent with the classification of the position.

Skill Base

A **Level B Academic** will normally have completed a relevant doctoral qualification or have equivalent qualifications or research experience.

In addition he/she may be expected to have had post-doctoral research experience that has resulted in publications, conference papers, reports or professional or technical contributions that give evidence of research ability.

SELECTION CRITERIA:

1. PhD or equivalent research and professional experience in the fields of Political Science and International Relations, combined with substantial field research experience and the ability to use for research purposes an appropriate language spoken in the region. Applicants who have recently submitted or are close to submitting their PhD may also be considered.
2. Demonstrated knowledge of the formal and informal institutions of governance, policy-making environments, security and development issues, and regional politics, in the Pacific region. This may be evidenced by submission of a proposed program of research consistent with DPA priorities and research interests and capable of being completed during the term of the appointment, if requested by the selection committee.
3. Demonstrated track record of scholarly research and publication and applied policy-relevant research concerning geopolitics and regionalism in the Pacific Islands region, with potential to attract external funding for research projects and engage in collaborative research projects.
4. Demonstrated ability to contribute to DPA's teaching and outreach programs, by giving guest lectures, through supervision of HDR students, delivering policy-relevant briefings, organisation of workshops, seminars and executive education, capacity to undertake research consultancies, to relate academic research to policy advice and formulation and to engage in public debate.
5. Excellent oral and written English language skills and an ability to cooperate and maintain effective relationships with staff and students at all levels in a multidisciplinary academic environment, as well as senior personnel in other universities, governments and NGOs in Australia and the region.
6. A vision for the research activity that will be undertaken at the ANU, which is consistent with DPA priorities and research interests, and capable of being completed during the term of the appointment.
7. An ability and commitment to win bids for competitive external funding to support individual and collaborative research activities.
8. A demonstrated understanding of equal opportunity principles and policies and a commitment to their application in a university context.

Supervisor/Delegate Signature:

Date:

Printed Name:

Uni ID:

References:

[General Staff Classification Descriptors](#)

[Academic Minimum Standards](#)



Pre-Employment Work Environment Report

Position Details

College/Div/Centre	CAP	Dept/School/Section	Bell School
Position Title	Research Fellow	Classification	Academic Level B
Position No.		Reference No.	

In accordance with the Work Health and Safety Act 2011 (Cth) the University has a duty to provide a safe workplace.

- This form must be completed by the Supervisor of the advertised position and forwarded with the job requisition to Recruitment and Appointments Branch, Human Resources Division. Without this form jobs cannot be advertised.
- This form is used to advise potential applicants of work environment hazards prior to application.
- Once an applicant has been selected for the position consideration should be given to their inclusion on the University's Health Surveillance Program where appropriate – see [Health Surveillance Procedure](#)
- Enrolment on relevant Work, Health and Safety (WHS) training courses should also be arranged – see [WHS Training & Induction](#)
- Consideration should be given as to whether 'Regular' hazards identified below should be listed as 'Essential' in the Selection Criteria

Potential Hazards

- 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
keyboarding	<input type="checkbox"/>	<input type="checkbox"/>	laboratory work	<input type="checkbox"/>	<input type="checkbox"/>
lifting, manual handling	<input type="checkbox"/>	<input type="checkbox"/>	work at heights	<input type="checkbox"/>	<input type="checkbox"/>
repetitive manual tasks	<input type="checkbox"/>	<input type="checkbox"/>	work in confined spaces	<input type="checkbox"/>	<input type="checkbox"/>
catering / food preparation	<input type="checkbox"/>	<input type="checkbox"/>	noise / vibration	<input type="checkbox"/>	<input type="checkbox"/>
fieldwork & travel	<input type="checkbox"/>	<input type="checkbox"/>	electricity	<input type="checkbox"/>	<input type="checkbox"/>
driving a vehicle	<input type="checkbox"/>	<input type="checkbox"/>			
NON-IONIZING RADIATION			IONIZING RADIATION		
solar	<input type="checkbox"/>	<input type="checkbox"/>	gamma, x-rays	<input type="checkbox"/>	<input type="checkbox"/>
ultraviolet	<input type="checkbox"/>	<input type="checkbox"/>	beta particles	<input type="checkbox"/>	<input type="checkbox"/>
infra-red	<input type="checkbox"/>	<input type="checkbox"/>	nuclear particles	<input type="checkbox"/>	<input type="checkbox"/>
laser	<input type="checkbox"/>	<input type="checkbox"/>			
radio frequency	<input type="checkbox"/>	<input type="checkbox"/>			
CHEMICALS			BIOLOGICAL MATERIALS		
hazardous substances	<input type="checkbox"/>	<input type="checkbox"/>	microbiological materials	<input type="checkbox"/>	<input type="checkbox"/>
allergens	<input type="checkbox"/>	<input type="checkbox"/>	potential biological allergens	<input type="checkbox"/>	<input type="checkbox"/>
cytotoxics	<input type="checkbox"/>	<input type="checkbox"/>	laboratory animals or insects	<input type="checkbox"/>	<input type="checkbox"/>
mutagens/teratogens/	<input type="checkbox"/>	<input type="checkbox"/>	clinical specimens, including blood	<input type="checkbox"/>	<input type="checkbox"/>
carcinogens			genetically-manipulated specimens	<input type="checkbox"/>	<input type="checkbox"/>
pesticides / herbicides	<input type="checkbox"/>	<input type="checkbox"/>	immunisations	<input type="checkbox"/>	<input type="checkbox"/>
OTHER POTENTIAL HAZARDS (please specify):					

Supervisor's Signature:		Print Name:		Date:	
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