

Faculty of Medicine, Dentistry and Health Sciences

Postdoctoral Research Fellow

POSITION NO	0057519
CLASSIFICATION	Level A
WORK FOCUS CATEGORY	Research Focused
SALARY	\$77,171 - \$104,717 p.a. (pro rata for part-time) Minimum salary for PhD graduate - \$97,558 (pro rata for part-time)
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	0.6 FTE
BASIS OF EMPLOYMENT	Fixed Term available for 1 year
OTHER BENEFITS	https://about.unimelb.edu.au/careers/staff-benefits
HOW TO APPLY	Online applications are preferred. Go to http://hr.unimelb.edu.au/careers , select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Dr Michelle Jongenelis michelle.jongenelis@unimelb.edu.au

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

Acknowledgement of Country

The University of Melbourne acknowledge the Elders, and descendants of the Wurundjeri people who have been and are the Custodians of these lands. We acknowledge that the land on which we meet 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 School of Psychological Sciences is one of the leading schools of Psychology in Australia, with active research programs in Cognitive and Behavioural Neuroscience, Clinical Science, Cognitive and Mathematical Psychology, and Social and Personality Psychology. The School has recently established research hubs in Complex Human Data, Decision Science, Ethics and Well-being, and Brain and Mental Health and has also developed major initiatives in behaviour change (Melbourne Centre for Behaviour Change) and contemplative studies (Centre for Contemplative Studies). We have a large undergraduate teaching program and diverse postgraduate research and professional training programs.

We are seeking to appoint an outstanding individual to assist with supporting research initiatives within the Melbourne Centre for Behaviour Change within the Melbourne School of Psychological Sciences. This will include assistance with grant writing, preparing papers and reports for publication, ethics applications, and research activities. These tasks will be equivalent to a 0.6 FTE. The successful incumbent will report to Dr Michelle Jongenelis, Centre Deputy Director.

The School fosters a values-based culture of innovation and creativity to enhance the research performance of the University and to achieve excellence in research and learning and teaching outcomes. We also invest in developing the careers and wellbeing of our students and staff and expect all our leaders to live our values of (i) Collaboration and teamwork, (ii) Compassion, (iii) Respect, (iv) Integrity, and (v) Accountability.

1. Key Responsibilities

1.1 RESEARCH SUPPORT

- ▶ Assisting with paper and report preparation for publication
- ▶ Assisting with the preparation of ethics applications
- ▶ Assisting with research activities (e.g., online surveys, focus groups)
- ▶ Assisting with major grant applications
- ▶ Attend and contribute to lab meetings

1.2 SERVICE AND LEADERSHIP

- ▶ Perform other duties as requested
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in Section 4

1.3 ENGAGEMENT

- ▶ Maintenance of productive collaborations with external partners, as required

OTHER

- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in Section 4

2. Selection Criteria

ESSENTIAL

- ▶ A PhD in an area relevant to public health, health promotion, behaviour change, or related discipline
- ▶ Demonstrated experience in working in a research environment
- ▶ Basic knowledge of psychology / public health environments
- ▶ Demonstrated excellent work ethic
- ▶ Demonstrated ability to work collegially
- ▶ Demonstrated excellent organisation and time management skills
- ▶ Demonstrated excellent verbal and written communication skills
- ▶ Experience in project management, including managing multiple projects and team members

DESIRABLE

- ▶ Experience writing ethics applications
- ▶ Evidence of an emerging research track record in an area relevant to behaviour change

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 MELBOURNE SCHOOL OF PSYCHOLOGICAL SCIENCES

www.psychologicalsciences.unimelb.edu.au

The Melbourne School of Psychological Sciences is one of six schools within the Faculty of Medicine, Dentistry and Health Sciences. It is consistently ranked one of the top Schools of Psychology in Australia and was ranked 17th in the world in the 2021 QS global rankings. The School is undergoing vigorous growth and attracts some of the best students nationally and internationally to its broad range of accredited undergraduate, graduate, professional programs as well as its comprehensive research programs.

The School's teaching is underpinned by excellence in research across a range of fields, including cognitive and behavioural neuroscience, cognitive and mathematical psychology, social and personality psychology, and clinical science. Research links extend across 25 departments, centres and institutes within the Faculty of Medicine, Dentistry and Health Sciences, including The Melbourne Brain Centre, The Murdoch Children's Research Institute, ORYGEN Youth Research Centre, Austin Health, the Royal Melbourne Hospital, the Royal Children's Hospital, the Royal Women's Hospital, and St. Vincent's Hospital. Research links are also embedded in a broad range of other disciplines across the University including within the Faculties of the Victorian College of the Arts and Melbourne Conservatorium of Music, Science, Business and Economics, Education, Engineering, Law, and the Melbourne Business School.

The School is home to a vibrant community of >90 academic, teaching, research and professional staff, over 140 honorary staff, 100 tutors, and 120 PhD students. In 2020, there were over 5,500 students enrolled in undergraduate subjects offered by Psychological Sciences, primarily through the Bachelor of Arts, Bachelor of Science and Bachelor of Biomedicine, but also in breadth subjects in the Bachelor of Commerce, Bachelor of Environments, and Bachelor of Music. There were about 200 students enrolled in the Graduate Diploma of Psychology, about 140 students enrolled in fourth year programs (B. A.(Hons), B.Sc.(Hons), and the Graduate Diploma of Psychology (Advanced) and around 130 students enrolled in our professional postgraduate programs (Clinical and Clinical Neuropsychology and combined Masters/PhD programs).

5.2 FACULTY OF MEDICINE, DENTISTRY AND HEALTH SCIENCES

www.mdhs.unimelb.edu.au

The Faculty of Medicine, Dentistry & Health Sciences has an enviable research record and is the University of Melbourne's largest faculty in terms of management of financial resources, employment of academic and professional staff, teaching of undergraduate

and postgraduate (including research higher degree) students and the conduct of basic and applied research.

The Faculty's annual revenue is \$628m with approximately 55% of this income related to research activities. The Faculty has a student teaching load in excess of 8,500 equivalent full-time students including more than 1,300 research higher degree students. The Faculty has approximately 2,195 staff comprising 642 professional staff and 1,553 research and teaching staff.

The Faculty has appointed Australia's first Associate Dean (Indigenous Development) to lead the development and implementation of the Faculty's Reconciliation Action Plan (RAP), which will be aligned with the broader University – wide plan. To enable the Faculty to improve its Indigenous expertise knowledge base, the Faculty's RAP will address Indigenous employment, Indigenous student recruitment and retention, Indigenous cultural recognition and building partnerships with the Indigenous community as key areas of development.

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>