POSITION DESCRIPTION

THE UNIVERSITY OF MELBOURNE

Veterinary Biosciences
Faculty of Veterinarian and Agricultural Sciences

Research Assistant (Diagnostic Parasitology)

POSITION NO	0046001
CLASSIFICATION	Level A, Research Assistant
SALARY	$69,148.00 - $93,830 pro rata
SUPERANNUATION	Employer contribution of 9.5%
WORKING HOURS	Part time (0.60 FTE)
BASIS OF EMPLOYMENT	Fixed-term position - two years from commencement
OTHER BENEFITS	http://about.unimelb.edu.au/careers/working/benefits
HOW TO APPLY	Online applications are preferred. Go to http://about.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	Rebecca Traub Tel +613 9035 5679 Email rtraub@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

Date Created: 20/06/2018

Position Summary

ABOUT THE POSITION

The Research Assistant (Diagnostic Parasitology) will join a research group within the research laboratory located in the Parkville Precinct, a Biomedical Research Hub in Melbourne, Australia, within the Department of Veterinary Biosciences of the Melbourne Veterinary School. This is a vibrant research community consisting of numerous internationally prominent research institutes, hospitals and biomedical companies. With exceptional infrastructure, the University of Melbourne promotes world-class collaborative research in the life sciences and biomedicine.

The research program seeks to explore the epidemiology of endoparasites and vector-borne diseases of dogs in the tropics using both conventional parasitological and novel molecular diagnostic techniques.

The Research Assistant (Diagnostic Parasitology) is predominantly funded by an Australian Research Council Linkage Grant (LP170100187). The position will be responsible for supporting diagnostic screening of research samples and the management of inventories and purchasing on behalf of the laboratory group. The successful applicant will have a background in parasitology and ability to independently carry out molecular diagnostic techniques.

ABOUT US

The University of Melbourne has affirmed its position as the number one university in Australia, and remains among the fastest-rising research universities in the world's top 100, according to the Academic Ranking of World Universities (ARWU). It is counted among the best universities in the world – 33 by the Times Higher Education (THE) and 32 by the US News and World Report Rankings. Please visit Tradition of Excellence for further information.

The Faculty of Veterinary and Agricultural Sciences provide over 20 courses and 300 subjects to approximately 3,500 equivalent full time students. The Faculty provides the only professional entry veterinary program in Victoria and the Bachelor of Agriculture is the fastest growing undergraduate degree in Australia. The University of Melbourne's agriculture program is the largest in Victoria and ranked 36 in the world, whilst the Doctor of Veterinary Medicine program was the first graduate veterinary professional entry program in Australia. The Faculty is ideally placed to contemplate changes that have far-reaching consequences on its teaching, engagement and research.

1. Key Responsibilities

The University of Melbourne sets 'Minimum Standards for Academic Levels' (MSALs) which are expected from academic staff. The levels are differentiated by level of complexity, degree of autonomy, leadership requirements of the position, and level of achievement of the academic and may be amended from time to time.

Below is the MSALs for Level A academic staff. The Key Responsibilities, outlined in this section, are to be read in conjunction with this MSAL.

Level A - Tutor, Research Assistant (Grade 2), Research Fellow (Grade 1)

A level A academic will work with the support and guidance from more senior academic staff and will work under the supervision of academic staff at level B and above.

A level A academic is expected to develop their expertise in teaching, scholarship and/or research with an increasing degree of autonomy and may work with limited supervision and/or as part of a team.

A level A academic will contribute to teaching at the institution (at a level appropriate to the skills and experience of the staff member) and/or undertake research and/or engage in professional activities appropriate to his or her profession or discipline.

They will undertake administration primarily relating to their activities at the institution.

The contribution to teaching and supervision of students of level A academics will be primarily at undergraduate and graduate diploma level.

The results of research conducted may be published as sole author or in collaboration.

1.1 TEACHING AND LEARNING

- This is a Research only position, so there is no expectation to teach.

1.2 RESEARCH AND RESEARCH TRAINING (ADVANCEMENT OF THE DISCIPLINE)

- The incumbent will conduct research and contribute to the reporting required to meet the project milestones and reporting schedule. They are also expected to fully immerse in the research culture of the Faculty.
- Attendance at and contribution to meetings associated with research or the work of the organisational unit to which the research is connected.
- Under limited supervision, deliver against research objectives.
- Contribute to the development and validation of laboratory-based molecular diagnostic assays.
- Undertake routine diagnostic screening for parasites using conventional and molecular-based methods.
- Be responsible for qualitative and statistical analysis of research data and to communicate this information to the Chief Investigators.
- Maintain accurate and detailed records of all experiments conducted.
- Develop effective timelines and milestones based on goals of the research programme.

1.3 LEADERSHIP AND SERVICE

- Preparation and participation in the communication and dissemination of information relating to the discipline.
- Subject to opportunity, contribute to and participate in committees, events such as Discovery Day and other activities at the Faculty level and University level.
- Undertake administration primarily relating to the activities of the role in line with the University of Melbourne Operating Model.
- Attendance at relevant conferences and incorporate learning's into practice, subject to the availability of funding.
- Expand the knowledge of the discipline that impacts the field.
- Involvement in professional activity, including participation in meetings of professional societies.

- Collaborate with other members of the research group, including students and colleagues, about the research and scientific results.
- Assist the Laboratory Manager with running of the Chief Investigator's laboratory group.
- Assist in management of the Chief Investigator's laboratory including consumable stocks, purchasing and maintenance of equipment.
- Provide laboratory inductions and train research students in basic laboratory protocols.
- Assist with the preparation of manuscripts for publication.
- Attend and contribute to laboratory group meetings.

1.4 RESPONSIBILITY AND COMPLIANCE

- Maintain a sound knowledge of current University Policy and Procedures, and reliably follow these or provide compliant advice to others;
- Reliably follow communications protocols and/or policies as appropriate.
- Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in Section 5.
- Behavioural Expectations - All staff are expected to maintain the following behaviours:
  - Treat everyone equitably; act fairly with staff and demonstrate respect for diversity
  - Be an effective team player who is cooperative and gains the trust and support of staff, peers and clients through collaboration.

2. Selection Criteria

In order to be considered for interview by the Selection Panel, applicants must address the following Criteria in their application. Please visit the University website how to address Essential Selection Criteria

2.1 ESSENTIAL

- A Bachelor's degree in a relevant discipline such as Veterinary Science, Microbiology, Zoology or related discipline.
- Experience in conventional diagnostic techniques for isolation and identification of parasite stages from clinical specimens.
- The ability to independently carry out diagnostic assays including DNA extraction (using commercial kits) and conventional and real-time PCR assays.
- Excellent ability to analyse data, problem solve and maintain accurate research records.
- Demonstrated experience in using initiative, working with minimal supervision and ability to prioritise tasks to achieve project objectives within timelines.
- Excellent communication skills in English, written and oral, appropriate for scientific audiences as well as strong organisational abilities and strong inter-personal skills.
- Demonstrated ability to undertake collaborative research.
- Track record of working collaboratively as a member of a team with diverse cultural and scientific backgrounds.
- Demonstrated ability to engage with relevant professional and industry bodies and stakeholders to foster collaborative partnerships.

- Experience with Microsoft Word, Excel, Power Point and routine bioinformatic and statistical software.

2.2 DESIRABLE

- A track-record of published peer reviewed journal articles in a related field.
- Experience in optimisation of conventional and real-time PCR assays.
- Experience in primer design using bioinformatic software.

2.3 SPECIAL REQUIREMENTS OF THIS POSITION

- Annual leave will be taken at a time that accommodates the peak workflows.
- As the Faculty of Veterinary and Agricultural Sciences is located over several metropolitan and regional campuses, staff may be required to travel to, or work from, other sites and campuses as required.

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 University's People Strategy 2015-2020 and policies that address 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 deserve to service for excellence and reach the targets of Growing Esteem.

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:

http://safety.unimelb.edu.au/topics/responsibilities/

These include general staff responsibilities and those additional responsibilities that apply for Managers and Supervisors and other Personnel.

5. Other Information

5.1 FACULTY OF VETERINARY AND AGRICULTURAL SCIENCES

http://fvas.unimelb.edu.au/

The Faculty of Veterinary and Agricultural Sciences was formed in July 2014 through the merger of the former Faculty of Veterinary Science and the Department of Agriculture and Food Systems. The new Faculty creates opportunities for closer research collaborations and the formation of interdisciplinary teams to address major issues in veterinary and agricultural sciences. The Faculty's core teaching, postgraduate training, research, clinical consultancy and industry development activities are delivered at the Parkville, Werribee and Dookie campuses, and the Veterinary Hospital operates at Werribee.

Our interdisciplinary approach applies scientific, social, political and economic perspectives to address the needs of both human communities and the natural environment. We address the issues of climate change, food production and food security, crop, plant and soil health, water management, sustainable use of resources for agriculture, animal health and disease and other problems challenging key decision makers today.

Our academic staff engage with government and industry to investigate critical societal issues and the faculty is home to University research centres dedicated to this work. They include: Animal Welfare Science Centre; Primary Industry Climate Challenges Centre; Centre for Animal Biotechnology; Centre for Equine Virology; and the Asia-Pacific Centre for Animal Health', in which the University is a core partner. Research within the Faculty has led to some outstanding outcomes including: increased agricultural productivity; vaccines and diagnostic products that have been commercialised throughout the world; enhanced animal welfare; improvements in public health; and contributions to basic understanding of animal biology.

The Faculty is the only provider of Veterinary Science courses in Victoria and one of only a small number of Universities doing so in Australia. The Bachelor of Agriculture and Bachelor of Food Science along with coursework masters in Agricultural Sciences and Food Science offers one of the most comprehensive educational programs in agricultural and food science in Australia.

5.2 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.

5.3 GROWING ESTEEM, THE MELBOURNE CURRICULUM AND RESEARCH AT MELBOURNE: ENSURING EXCELLENCE AND IMPACT TO 2025

Growing Esteem describes Melbourne's strategy to achieve its aspiration to be a public-spirited and internationally-engaged institution, highly regarded for making distinctive contributions to society in research and research training, learning and teaching, and engagement. http://about.unimelb.edu.au/strategy-and-leadership

The University is at the forefront of Australia's changing higher education system and offers a distinctive model of education known collectively as the Melbourne Curriculum. The new educational model, designed for an outstanding experience for all students, is based on six broad undergraduate programs followed by a graduate professional degree, research higher degree or entry directly into employment. The emphasis on academic breadth as well as disciplinary depth in the new degrees ensures that graduates will have the capacity to succeed in a world where knowledge boundaries are shifting and reforming to create new frontiers and challenges. In moving to the new model, the University is also aligning itself with the best of emerging European and Asian practice and well-established North American traditions.

The University's global aspirations seek to make significant contributions to major social, economic and environmental challenges. Accordingly, the University's research strategy *Research at Melbourne: Ensuring Excellence and Impact to 2025* aspires to a significant advancement in the excellence and impact of its research outputs. http://research.unimelb.edu.au/our-research/research-at-melbourne

The strategy recognises that as a public-spirited, research-intensive institution of the future, the University must strive to make a tangible impact in Australia and the world, working across disciplinary and sectoral boundaries and building deeper and more substantive engagement with industry, collaborators and partners. While cultivating the fundamental enabling disciplines through investigator-driven research, the University has adopted three grand challenges aspiring to solve some of the most difficult problems facing our world in the next century. These Grand Challenges include:

- Understanding our place and purpose – The place and purpose grand challenge centres on understanding all aspects of our national identity, with a focus on Australia's 'place' in the Asia-Pacific region and the world, and on our 'purpose' or mission to improve all dimensions of the human condition through our research.
- Fostering health and wellbeing – The health and wellbeing grand challenge focuses on building the scale and breadth of our capabilities in population and global health; on harnessing our contribution to the 'convergence revolution' of biomedical and health research, bringing together the life sciences, engineering and the physical sciences; and on addressing the physical, mental and social aspects of wellbeing by looking beyond the traditional boundaries of biomedicine.
- Supporting sustainability and resilience – The sustainability and resilience grand challenge addresses the critical issues of climate change, water and food security, sustainable energy and designing resilient cities and regions. In addition to the technical aspects, this grand challenge considers the physical and social functioning of cities, connecting physical phenomena with lessons from our past, and the implications of the technical solutions for economies, living patterns and behaviours.

Essential to tackling these challenges, an outstanding faculty, high performing students, wide collaboration including internationally and deep partnerships with external parties form central components of Research at Melbourne: Ensuring Excellence and Impact to 2025.

5.4 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 http://www.unimelb.edu.au/governance