

## Position Description

### Research Fellow

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<b>Position No:</b>	NEW
<b>Business Unit:</b>	Provost
<b>Division:</b>	Psychology & Public Health
<b>Department:</b>	Public Health Melbourne
<b>Classification Level:</b>	Level B Research Only
<b>Employment Type:</b>	Full time, Fixed Term
<b>Campus Location:</b>	Melbourne (Bundoora)
<b>Other Benefits:</b>	<a href="http://www.latrobe.edu.au/jobs/working/benefits">http://www.latrobe.edu.au/jobs/working/benefits</a>

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

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## **Position Context/Purpose**

One of the larger schools within the University, the School of Psychology & Public Health undertakes teaching and research across a broad range of disciplines, including: Neuroscience; Psychology; Counselling; Rehabilitation Counselling; Art Therapy; Family Therapy; Public Health; Digital Health and Analytics; Health Information Management; and Ergonomics, Safety and Health. The School comprises six academic units: the Department of Public Health, the Department of Psychology, Counselling and Therapy, the Australian Research Centre in Sex, Health and Society (ARCSHS), the Centre for Alcohol Policy Research (CAPR), The Bouverie Centre and the Olga Tennison Autism Research Centre (OTARC).

The Department of Public Health is a leading authority in many areas of public health including health policy, health promotion, health systems, services and management, digital health and analytics, health information management and informatics, and occupational health. The Department hosts a number of specialist research units and programs, including the: Palliative Care Unit (PCU); the Centre for Health Communication and Participation (CHCP); and the Centre for Ergonomics and Human Factors (CEHF).

Research areas include health promotion, vulnerable / at risk populations, chronic illnesses and disability, end of life care, health information management, digital health, health policy, systems and management, gender and health, occupational health, and public health practice. The Department has a dynamic higher degree program in a range of areas, with large numbers of Honours, Masters and PhD students from Australia and overseas. It offers a range of flexible undergraduate and postgraduate courses by which it aims to improve the health and wellbeing of individuals and communities through excellence in teaching and research. The courses include a Bachelor of Health Sciences with majors in public health and health promotion, and a Bachelor of Health Information Management. Flagship postgraduate masters' degrees are offered in Public Health, Health Administration, Digital Health, Health Information Management, and Ergonomics, Safety and Health.

### **Position purpose**

A level B research appointment is expected to support the research activities of the Centre for Ergonomics and Human Factors (CEHF). An academic at this level will be expected to be making a contribution to the discipline at the national level. The successful appointee will work across several research projects as required to provide administrative and research activity support, including data collection, analysis and report writing. The incumbent will be the key contact for the Centre's A Participative Hazard Identification and Risk Management (APHIRM) Toolkit for the prevention of musculoskeletal and mental health disorders. This research fellow will provide high-quality support to industry stakeholders in collaboration with the lead researcher to ensure excellent research outcomes.

### **Duties at this level will include:**

- Conduct and publish, or otherwise disseminate high quality and/or high impact research as a member of a team or independently and produce conference/seminar papers and publications from that research.
- Co-supervise or, where appropriate supervise Higher Degree by Research (HDR) postgraduate and honor's students as required.
- Acquire and interpret research data and results. Run analyses and tests using specified and agreed techniques and models. Contribute to the development of techniques, models and methods, using qualitative or quantitative methodologies.
- Undertake other duties and administrative functions commensurate with the classification and scope of the position as required by the supervisor, these include but are not limited to: managing project finances, ethics reporting, project reports, managing meeting schedules and minute taking, assist with subject recruitment for projects as relevant.
- Assist in obtaining funding from internal or external sources for the CEHF research program.
- Attendance at meetings associated with research or the work of the unit to which the research is connected.

## **Essential Criteria**

### **Skills and knowledge required for the position**

- Completion of a PhD in a relevant discipline or a related field.
- Demonstrated experience of at least 5 years in ergonomics/human factors or work, health and safety
- Demonstrated ability to establish, build and maintain partnerships with stakeholders.
- Demonstrated ability to work as a team member in a collaborative and collegial manner.
- Evidence of experience in research and evaluation and the ability to work effectively under limited supervision or independently.
- A record of contribution to publications, conference papers and/or reports, or professional or technical contributions which provide evidence of research potential.
- Experience in the analysis and modelling of data, including the capacity to integrate data from a range of sources and of uneven quality.
- Effective oral and written communication skills, including the ability to interact effectively with people from a diverse range of backgrounds.
- Demonstrated ability to work as a member of a team in a cooperative and collegial manner.

### **Capabilities required to be successful in the position**

- Ability to demonstrate self-awareness, see things from another person's perspective and actively seek out and act on feedback to improve knowledge, skills and behaviour.
- Ability to work collaboratively, recognise the value of diversity and model accountability, connectedness, innovation and care.
- Ability to think creatively, explore new ideas and respectfully challenge existing practices in order to improve current ways of working.
- Ability to build a culture of continuous improvement, implementing ideas generated by team members.
- Ability to implement improvements to local processes

## **Essential Compliance Requirements**

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working With Children Check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

## **Other Information**

The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

## **Position Flexibility**

La Trobe University is committed to providing a diverse, inclusive and respectful working environment for all staff. We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

## Why La Trobe:

- Develop your career at an innovative, global university where you'll collaborate with community and industry to create impact.
- Enjoy working on our inspiring and stunning campuses – the perfect hub for industry, students and academics
- Help transform the lives of students, partners and communities now and in the future

This is more than just a job. Working at La Trobe offers opportunities to demonstrate excellence and transform lives.

Here, you'll join exceptional people, partners and communities, who power our operations with ambition and purpose.

We are forward-looking and culturally inclusive. We continuously review, improve and transform our processes to embrace new, flexible approaches. That means you'll always have the opportunity to succeed and make a difference.

## La Trobe's Cultural Qualities:



### **We are accountable**

*We strive for excellence in everything we do. We hold each other and ourselves to account, and work to the highest standard.*



### **We are connected**

*We connect to the world outside – the students and communities we serve, both locally and globally*



### **We are innovative**

*We tackle the big issues of our time to transform the lives of our students and society.*



### **We care**

*We care about what we do and why we do it. We believe in the power of education and research to transform lives and global society. We care about being the difference in the lives of our students and communities*

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For Human Resource Use Only

Initials:              Date: