

## Position Description

### Flow Cytometry Specialist

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<b>Position No:</b>	NEW
<b>Department:</b>	Biochemistry and Genetics
<b>School:</b>	School of Molecular Sciences
<b>Campus/Location:</b>	Melbourne (Bundoora)
<b>Classification:</b>	Higher Education Officer Level 7 (HEO7)
<b>Employment Type:</b>	Part-time (0.6 FTE), Fixed term
<b>Position Supervisor:</b>	Professor
<b>Number:</b>	50131604
<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>

Bioimaging Platform – <http://latrobe.edu.au/bioimaging>

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#### For enquiries only contact:

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# Position Description

## Flow Cytometry Specialist

### Position Context

To support researchers and enhance their capacity to produce high quality research, La Trobe has established a number of Research Platforms. The Bioimaging Platform supports a wide range of research projects by providing researchers with expert advice and access to cutting-edge equipment and technologies in optical and electron microscopy, flow cytometry and image analysis.

A part-time 0.6 FTE position for a flow Cytometry Specialist is now available for an initial term of three years to support flow sorting services and capabilities within the Bioimaging Platform. The platform supports researchers across a range of disciplines, particularly the life and molecular sciences. The appointee, reporting to Professor Patrick Humbert, will be based in the La Trobe Institute for Molecular Science at the Melbourne (Bundoora) campus, a state-of-the-art facility designed for multi-disciplinary research and translatable research outcomes.

The key function of this role is to provide expert technical support, service and training (for staff and students) in flow cytometry, for research groups across the University in a variety of disciplines to enable and accelerate their research programs. The appointee will be primarily responsible for managing the flow cytometry capability to ensure that the instruments are maintained and fully operational, users are trained and competent and, where required, a cell sorting and analysis service is available to research groups. The role may also support the other capabilities within the Bioimaging Platform.

### Duties at this level may include:

- Operating multi-parameter flow cytometers and providing a cell sorting and analysis service for groups internal and external to the university.
- Providing academic and industry researchers/users with expert advice and technical support and identifying innovative solutions.
- Training users in the safe and effective operation of several instruments including four FACS analysers and a FACS cell sorter.
- Analysing flow cytometry data with software and providing high quality scientific reports in order to contribute to research outcomes including publications and grant applications.
- Monitoring and maintenance of the flow cytometers through a current understanding of the theory and knowledge of their operation and by liaising with service engineers as needed.
- Supporting the day-to-day operations of the platform and other duties, including developing standard operating procedures, complying with OH&S requirements, and implementing the quality management system for the platform.
- Developing new or improved cell sorting and analysis techniques.
- Overseeing multiple projects, including quoting on time and cost, and ensuring that each project is managed and delivered to specification, time and budget.
- Building capacity in the platform through engagement with the research community, including providing specialized training courses and establishing a community of practice.
- Providing expert professional or consultancy advice to achieve intellectual standing outside the University through, for example, presentations at events and meetings.
- Reporting on metrics associated with the Bioimaging Platform, including usage, engagement and research outcomes, and assisting with the annual report.
- Building capability in the platform by advising on future needs and operational matters and assisting with applying for internal and external funding for new equipment.
- Supporting the operation and management of other equipment within the Bioimaging Platform.
- Other duties as required.

### Key Selection Criteria:

- A degree in the life or biomedical sciences, or an equivalent combination of relevant knowledge and experience.
- Extensive expertise and experience operating and maintaining flow cytometry and associated equipment.
- Demonstrated expertise in cell biology, immunology and tissue culture.
- Experience in training a range of users, such as students and staff, in flow cytometry, sample preparation techniques and equipment.
- Demonstrated ability to build effective relationships with, and meet the needs of, stakeholders including researchers, students and external clients.
- Demonstrated high level of self-motivation, personal management skills and ability to work independently and manage multiple competing priorities.
- Excellent communication skills, with an emphasis on the ability to evaluate, analyse and communicate information clearly.

### Desirable Attributes

- Experience in optical microscopy and other imaging techniques.
- Publication record in the fields of molecular and life sciences.
- Experience working in an ISO9001 accredited facility and knowledge of the accreditation framework.

### 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.

### La Trobe Cultural Qualities

Our cultural qualities underpin everything we do. As we work towards realising the strategic goals of the University we strive to work in a way which is aligned to our four cultural qualities:

- 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 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 **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: