

POSITION DESCRIPTION

POSITION TITLE:	Senior Research Officer
DIVISION / SECTION:	Well-being and Preventable Chronic Diseases
SUPERVISOR:	David Thomas
CLASSIFICATION LEVEL:	Academic Level B (SRO1-SRO4)
SALARY RANGE:	\$96,834.00 - \$106,833 pro-rata
STATUS (FTE):	0.6 – 0.8 FTE, fixed term for 18 months
DIRECT REPORTS:	0
INDIRECT REPORTS:	0
SPECIAL PROVISIONS	- Travel to regional and remote locations throughout the NT (by light aircraft or 4WD) for up to one week at a time. - Ability to maintain a current NT driver's license

ABOUT MENZIES:

As one of Australia's leading medical research institutes dedicated to improving the health and wellbeing of Indigenous Australians, and a leader in global and tropical research into life-threatening illnesses, Menzies School of Health Research continues to translate its research into real change through effective partnerships and programs in communities across Australia and the Asia-Pacific region.

SUMMARY OF POSITION:

Adequate housing is fundamental to health and well-being. The Northern Territory (NT) and Australian governments have invested significant funding to overcome the challenge of providing adequate housing for NT Aboriginal people living in town camps and remote communities.

The NT Government has established the Healthy Homes program to deliver an enhanced approach to preventive and cyclical housing repairs and maintenance across remote communities and selected town camps, to ensure that houses' health hardware is functioning to support the nine Healthy Living Practices in the National Indigenous Housing Guide.

Menzies School of Health Research has been contracted by the NT Government to monitor and evaluate the activities, outputs and outcomes of the Healthy Homes program. Under the broad direction of the Principal Investigator, the Senior Research Officer will lead the qualitative research component of the evaluation including completion of certain project management tasks.

PRIMARY RESPONSIBILITIES:

1. Establish and maintain effective partnerships and knowledge exchange with key stakeholders.
2. Conduct individual and group interviews with Aboriginal house-holders, staff of Aboriginal organisations, government departments, housing services providers, contractors and other stakeholders.
3. Review key Healthy Homes program documents and observe training and meetings.
4. Collate, code and analyse interview data, field notes and program documents.
5. Lead the writing of reports, academic publications and policy briefs.
6. Complete necessary project management and administrative tasks as required.

7. Manage and monitor progress of project activities and outputs of the projects to ensure high quality and timely delivery of project goals, contractual obligations, reporting and administrative tasks.
8. Work collaboratively with all project team members: project leaders and other project staff, Expert Advisory Group members and local research assistants and interpreters.
9. Participate in appropriate capacity building and knowledge exchange/research translation activities
10. Maintain an understanding and awareness of relevant Workplace Health and Safety as well as Equal Opportunity principles and legislation along with a commitment to maintaining a healthy and safe workplace for all Menzies staff, students, volunteers and visitors.
11. Any other tasks as reasonably required by the Supervisor.

SELECTION CRITERIA:

Essential:

1. A PhD or equivalent qualification in a relevant health-related field.
2. Experience in qualitative research and/or project evaluation and monitoring which demonstrates a strong track record, relevant methodological rigour and expertise.
3. Demonstrated highly developed writing skills, including the ability to write with tight timelines.
4. Highly developed verbal communication skills with the ability to interact effectively with a wide range of stakeholders.
5. Demonstrated ability to present research findings in a clear and engaging way to academic, professional and community audiences.
6. Demonstrated project management skills and experience with the ability to take initiative and solve problems and meet deadlines.
7. Demonstrated ability to interact effectively in a culturally safe manner with people from diverse cultures, including Aboriginal and Torres Strait Islander people from NT remote communities and town camps.
8. Demonstrated ability to work under broad direction, as part of a multidisciplinary team and in collaboration with others.
9. Strong commitment to Aboriginal and Torres Strait Islander self-determination, the health and wellbeing of Aboriginal and Torres Strait Islander peoples and improving public policy.

Aboriginal and/or Torres Strait Islander people are strongly encouraged to apply

Desirable:

1. A demonstrated understanding of housing policy and research, especially in remote Aboriginal communities and town camps.
2. A demonstrated understanding of the principles and issues in Aboriginal and Torres Strait Islander program evaluation.
3. Established relationships with people and organisations in NT remote Aboriginal communities and town camps.

Approved by: Menzies Human Resources

Date: 29 April 2021

Senior Research Officer - SRO1 to SRO4/RF1

PACKAGE COMPONENT	Minimum Value SRO 1 (\$)	Maximum Value SRO 4 (\$)
Gross Salary (position advertised as Academic Level B, SR01 - SR04/RF1)	96,834	106,833
Superannuation (14% superannuation contribution depends on employee contributing 3% of pre tax salary)	13,557	14,957
Salary Packaging Grossed Up (Based on utilising the full \$15,900 salary packaging component plus the \$2,550 Meal Entertainment Card.)	9,685	9,685
Leave Loading (Payable on the last pay before Christmas (first year will be a pro rata payment))	1,607	1,607
Total Salary Package	121,683	133,082