

POSITION DESCRIPTION

POSITION TITLE:	Clinical Training Research Officer
DIVISION / SECTION:	Child Health Division
SUPERVISOR:	Clinical Trial Team Manager
CLASSIFICATION LEVEL:	GSL 6 or GSL 7 (subject to qualifications and experience)
SALARY RANGE:	GSL 6: \$80,120 - \$86,093 per annum GSL 7: \$87,586 - \$95,051 per annum
STATUS (FTE):	1.0 FTE
DIRECT REPORTS:	0
INDIRECT REPORTS:	0
SPECIAL PROVISIONS:	Willingness to travel to remote communities (by light aircraft or 4WD) approximately twice per month for up to 5 days as a part of a team, or independently, if required. Willingness to comply with the Top End Health Services Staff Immunisation Policy and provide proof of compliance (e.g. through serology). Ability to obtain and maintain a current Working with Children Clearance Check (OCHRE card), a National Police Clearance Check, and 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 effective partnerships and programs in communities across Australia and the Asia-Pacific region.

SUMMARY OF POSITION:

The Hearing for Learning Initiative is an innovative community-based approach founded on evidence-based research by Menzies School of Health Research Ear Program in Indigenous ear health. The Initiative is funded jointly over 5 years by the Commonwealth Department of Health, the Northern Territory Government, and a leading philanthropic organisation, The Balnaves Foundation. Governance of the Initiative is Indigenous-led. The primary aim of the Initiative is to reduce the prevalence of ear disease and hearing loss among Aboriginal children in the Northern Territory, thereby enhancing early language development, school readiness, school attendance and performance. The Initiative is a stepped-wedge cluster randomised controlled trial. The primary objectives are to develop, implement and evaluate the Initiative's model of enhanced ear health care and hearing support, delivered by newly funded positions for local community members (40 Ear Health Facilitators) across 20 communities.

The Clinical Training Research Officer will work with the team to deliver three units of competency in Certificate II in Aboriginal Primary Healthcare and four modules in detection and management of ear and hearing problems. This will be delivered on-country for up to 120 hours in 5 to 6 weeks over a period of up to three months in each community. Graduates will be integrated and employed by the health service, with funds from the project. The Clinical Training Research Officer will also participate in the research, including obtaining informed consent, undertaking surveillance of ear disease and hearing loss, evaluating new technologies, and collecting clinical and research data through interviews with families and service providers. The Clinical Training Research Officer will also participate in consultation and ongoing communication and reporting to community-based stakeholders, including Community Reference Groups, to be established in 20 communities. This position is based in Darwin and will require regular travel (by light aircraft or 4WD) to remote communities for up to -5 days per trip, 2 weeks per month.

PRIMARY RESPONSIBILITIES:

The following responsibilities are not exhaustive and may include others as directed by the Clinical Trial Team Manager:

1. Contribute to the development, delivery, and assessment of evidence-based training in Aboriginal Primary Healthcare and ear and hearing health, on country, for community-based Trainees.
2. Work with the Community Reference Group recommendations on co-design of the training in accordance to cultural protocols.
3. Contribute to the lead-in (community preparation) and workplace integration phases of the Hearing for Learning Initiative, including building and maintaining internal and external stakeholder relationships with organisations that have a shared commitment to the Hearing for Learning Initiative.
4. Adhere to an evidence-based standard operating procedures manual for delivering training modules.
5. Coordinate the collection of quantitative and qualitative research data and ensure that all data are of high quality and are collected and secured appropriately, in accordance with ethical, cultural, and confidentiality requirements.
6. Contribute to ensuring the community-based Ear Health Facilitator training positions are appropriately advertised and filled, and that the Trainees are supported and appropriately mentored.
7. Participate in stakeholders' meetings for the Hearing for Learning Initiative to ensure that the Ear Health Facilitator positions are integrated, resourced, and supported according to the Initiative's agreements, policy and in practice.
8. Work with and support members of the research team in the completion of Work Activity Plans in accordance with appropriate protocols, communication plans and Menzies policies, procedures and guidelines.
9. 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.

Additional responsibilities for appointment at GSL 7:

1. Delivery of three accredited units competency in Certificate II in Aboriginal Primary Healthcare according to regulatory requirements and four modules in detection and management of ear and hearing problems (the training phase).
2. Delivery of the integration phase in consultation and negotiation with primary healthcare services in remote settings to ensure the appropriate provision of support to Ear Health Facilitators.
3. Contribute to reports and newsletters, conferences, seminars and publications as required based on the progress of the Initiative's training program.

SELECTION CRITERIA:

Essential:

1. Tertiary qualifications in a health-related field with subsequent relevant experience.
2. Registration with the relevant Profession Health Board Licensing Authority or an equivalent combination of relevant experience and/or education/training.
3. A current Certificate IV in Training and Assessment (TAE40116 or equivalent).
4. Highly developed ability to communicate effectively, both orally and in writing and in multicultural settings, and demonstrated experience in the preparation of high-quality reports.
5. High degree of computer literacy including experience using relevant software such as the Microsoft Office Suite and primary healthcare data systems (PCIS or Communicare).
6. Demonstrated ability to adapt to change and work in a fluid environment as part of a research team and under general direction to achieve program milestones and outcomes.
7. Demonstrated excellent problem-solving and conflict resolution skills in challenging remote environments and the ability to maintain confidentiality of sensitive information.
8. Demonstrated initiative, positive attitude and capacity to work independently under general direction and as part of a multidisciplinary team.

9. Proven good organisational and time management skills with the ability to meet deadlines, to undertake a range of tasks, including reporting and liaison activities.
10. The ability to interact effectively with people from diverse cultures.

Additional Selection Criteria for appointment at GSL 7:

1. Tertiary qualifications in a health-related field (Nursing, Aboriginal Health Practitioner or Medical Doctor) with at least four (4) years subsequent experience.
2. A current Certificate IV in Training and Assessment (TAE40116 or equivalent).
3. Demonstrated experience in the delivery of training or adult teaching.

Desirable:

1. Research experience in an Australian First Nations context.
2. Qualifications or experience in paediatrics or child health services, particularly ear examinations (otoscopy), or a willingness to be trained in these examinations.
3. Demonstrated highly developed writing skills, including the ability to achieve tight deadlines, which has resulted in publications, conference papers, and publications based on the progress of the Initiative training program

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

Approved by: Menzies Human Resources

Date: 25/08/2021

<u>GSL 6-7</u>		
PACKAGE COMPONENT	Minimum Value GSL 6/1 (\$)	Maximum Value GSL 7/4 (\$)
Gross Salary (position advertised across General Staff Levels 6 & 7)	80,120	95,051
Superannuation (14% superannuation contribution depends on employee contributing 3% of pre tax salary)	11,217	13,307
Salary Packaging Grossed Up (Based on utilising the full \$15,900 salary packaging component plus the \$2,550 Meal Entertainment Card.)	9,765	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	102,709	119,651