

POSITION DESCRIPTION

POSITION TITLE:	Research Nurse/Midwife
DIVISION / SECTION:	Child Health Division
SUPERVISOR:	Clinical Research Manager
CLASSIFICATION LEVEL:	GSL 7
SALARY RANGE:	\$89,426 - \$97,048 per annum pro-rata
STATUS (FTE):	0.5FTE
DIRECT REPORTS:	0
INDIRECT REPORTS:	0
SPECIAL PROVISIONS:	<ul style="list-style-type: none"> - Willingness to comply with the Top End Health Services Staff Immunisation Policy and provide proof of compliance (e.g. through serology) including evidence of COVID-19 vaccinations. - Ability to obtain and maintain a current Working with Children Check (OCHRE card), 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 First Nations 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:

Preterm birth (PTB) has devastating short and long-term consequences for child and maternal health. There is a relative scarcity of tools to identify women at risk. Aboriginal and Torres Strait Islander communities suffer a particularly high burden of PTB. There is evidence that vaginal microbial dysbiosis and its sequelae can predispose to PTB, and treatments are being tested to reduce this risk. The GLU study, funded by the National Health and Medical Research Council, aims to develop and validate new vaginal microbial DNA diagnostic tests (the 'GLU' test) for preterm birth (PTB) risk prediction to safely lower PTB rates and associated morbidities for all Australians. This project will focus on working in partnership with pregnant Aboriginal and Torres Strait Islander women, their communities, and their health care providers to evaluate the 'GLU' test in the Northern Territory.

The role of the Research Nurse/Midwife is to ensure that the study meets standards of Good Clinical Practice (GCP) guidelines, including participant eligibility assessment, and informed consent. The incumbent will be responsible for study co-ordination, participant recruitment, clinical data and specimen collection, and data entry according to the Study Protocol and Standard Operating Procedures. This position is based in Gove, Nhulunbuy.

PRIMARY RESPONSIBILITIES:

Under the supervision of the Child Health Program Leader, the Research Nurse will:

1. Undertake procedures relevant to the research project including: explanation of the project in lay terms to potential participants; obtaining informed consent; clinical assessments of eligibility for project; review of medical records; completion of questionnaires and data entry; collection of specimens for analysis and transport to laboratories as required; monitoring of adverse events and ongoing participant examinations and assessments as required.

2. Ensure accurate details of clinical history and examination, observation, management plan, investigations and action taken are recorded for study participants and noted in the medical records where appropriate.
3. Ensure the research is conducted in accordance with Good Clinical Practice Guidelines, ethics approvals, cultural guidelines, Study Specific Procedures and Menzies policies and procedures.
4. Collect all study data and ensure it is stored/transmitted appropriately in accordance with ethical, cultural, and confidentiality requirements.
5. Liaise with remote community organizations including Community Controlled Health Services.
6. Communicate and coordinate effectively with study participants, Chief Investigators, and other project staff.
7. Develop productive, co-operative working relationships with other members of the research team and division, as well as external collaborators.
8. 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.
9. Any other tasks as reasonably required by the Senior Research Fellow, Business Manager and/or Menzies Director.

SELECTION CRITERIA:

Essential:

1. Tertiary qualification in nursing or midwifery with subsequent experience of at least four (4) years, and registration with the relevant Board of the Health Professions Licensing Authority.
2. Demonstrated experience working with, and knowledge of, health issues affecting First Nations Australians; and experience in health care service delivery and medical record systems in the Northern Territory.
3. Highly developed oral and written communication skills, including interpersonal skills, attention to detail and strong record keeping skills, with demonstrated capacity to consult, collaborate and negotiate effectively with stakeholders and collaborative partnerships in multicultural and multidisciplinary settings to ensure the research is conducted in accordance with study protocols and ethical, cultural and confidentiality requirements.
4. Demonstrated initiative, problem solving and strong work ethic with capacity to work independently without direct supervision under broad direction and as part of a multidisciplinary team.
5. Demonstrated ability to assess and establish priorities, manage competing deadlines against expected timeframes, in a fluid workplace environment.
6. Demonstrated ability to maintain confidentiality of data and personal information, exercise diplomacy and discretion when dealing with sensitive and confidential issues and experience in problem solving and conflict resolution.
7. High degree of computer literacy and demonstrated experience and competency with a range of computer software applications including the Microsoft Office Suite and data management applications.

Desirable:

1. Research experience and/or relevant work experience involving evidence-based medicine and clinical studies.
2. Experience in remote nursing or in a health research environment ideally in remote First Nations communities.
3. Knowledge or experience in maternal health, epidemiology, public health, biostatistics, and qualitative research.

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

Approved by: Menzies Human Resources

Date: 12 May 2022

<u>GSL 7</u>		
PACKAGE COMPONENT	Minimum Value GSL 7/1 (\$)	Maximum Value GSL 7/4 (\$)
Gross Salary (position advertised as General Staff Level 7)	89,426	97,048
Superannuation (14% superannuation contribution depends on employee contributing 3% of pre-tax salary)	12,520	13,587
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	113,238	121,927