



POSITION DESCRIPTION

Faculty of Medicine, Dentistry and Health Sciences

Winter and Glover Fellowship

POSITION NO	0044322
CLASSIFICATION	Research Fellow Grade 2 (Level B) or Senior Research Fellow (Level C) <i>Level of appointment is subject to qualifications and experience</i>
SALARY	\$98,775 – \$117,290 p.a. pro-rata (Level B) \$120,993 – \$139,510 p.a. pro-rata (Level C)
SUPERANNUATION	Employer contribution of 9.5%
WORKING HOURS	Part-time (up to 0.6 FTE)
BASIS OF EMPLOYMENT	Fixed-term position available for three years Fixed term contract type: Research Work focus category: Academic Research
OTHER BENEFITS	http://about.unimelb.edu.au/careers/working/benefits
HOW TO APPLY	Apply using the application form provided at https://staff.unimelb.edu.au/mdhs/research-development/research-collaboration-and-funding/faculty-trust-fellowships/winter-and-glover-fellowship Please do not apply using the University recruitment website.
CONTACT FOR ENQUIRIES ONLY	David Lane Tel +61 3 8344 1592 Email mdhs-grants@unimelb.edu.au

For information about working for the University of Melbourne, visit our website:
about.unimelb.edu.au/careers

Position Summary

The purpose of the Fellowship is to conduct research into cancer and will be awarded to a person with a doctorate in an appropriate field of biomedical and health research. Priority will be given to applicants who are conducting research into Cancer Genomics and Immune Oncology.

During the term of appointment the Fellow will be directly associated with a research group in a department or school under the direct responsibility of the Faculty of Medicine, Dentistry and Health Sciences. The Fellow will be responsible to the Head of Department or nominee (usually the Head of the research group to which the Fellow is attached). See section 5 for additional information and requirements for the Winter and Glover Fellowship.

1. Key Responsibilities

The position description should be read alongside [Academic Career Benchmarks and Indicators](#).

1.1 RESEARCH AND RESEARCH TRAINING

At Level B, the Fellow will be expected to:

- ▶ Undertake independent research in their discipline or related area. A Level B academic will make an independent contribution through professional practice and expertise and coordinate and/or lead the activities of other staff, as appropriate to the discipline.
- ▶ Undertake research leading to the production of publications in refereed journals and/or engage in professional activities appropriate to his or her profession or discipline.
- ▶ Have experience in research or scholarly activities, which have resulted in refereed journals or other demonstrated scholarly activities. Research may be carried out independently and/or as part of a team. Level B academics may supervise postgraduate research students or projects and be involved in research training.

At Level C, the Fellow will be expected to:

- ▶ Make a significant contribution to the discipline at the national level. In research they will make independent and original contributions, which expand knowledge or practice in their discipline and have a significant impact on their field of expertise.
- ▶ Make a significant contribution to research activities of an organisational unit or an interdisciplinary area. They will play a major role or provide a significant degree of leadership in scholarly, research and/or professional activities relevant to the profession, discipline and/or community.
- ▶ Be acknowledged at a national level as being influential in expanding the knowledge of his or her research discipline. This standing will be demonstrated by a strong record of published work or other demonstrated scholarly activities. A Level C academic will normally provide leadership in research, including research training and supervision.

1.2 SERVICE AND LEADERSHIP

- ▶ Leadership and citizenship that generates change and contributes to capability-building and sustained improvement within departments, faculties and the University.
- ▶ Participate in community and professional activities related to the relevant disciplinary area including attendance and presentations at conferences and seminars.

2. Selection Criteria

2.1 ESSENTIAL

- ▶ A doctorate in an appropriate field of biomedical and health research;
- ▶ A record of research achievements related to leadership;
- ▶ Demonstrated research success relative to opportunity;
- ▶ Potential for further career development in cancer research and a clear career development strategy;
- ▶ Experience in the supervision or co-supervision and mentoring of postgraduate students and other staff where appropriate;
- ▶ Experience in research or scholarly activities, which have resulted in publications in refereed journals or other demonstrated scholarly activities;
- ▶ The following will be taken into account when assessing the candidate:
 - The quality of their past achievements (especially their academic record and any awards or prizes);
 - The quality, quantity and impact of their research output relative to opportunity;
 - The quality of their research proposal and proposed research environment, and the extent to which the project will contribute to the development of the applicant's career.

2.2 SPECIAL REQUIREMENTS

- ▶ Applications must be made using the form provided at:
 - ▶ <https://staff.unimelb.edu.au/mdhs/research-development/research-collaboration-and-funding/faculty-trust-fellowships/winter-and-glover-fellowship>
- ▶ In assessing the applications for the position, the committee will require evidence from the Head of Department or School of their acceptance of the project and support for the applicant.

3. Equal Opportunity, Diversity and Inclusion

The University is an equal opportunity employer and is committed to providing a workplace free from all forms of unlawful discrimination, harassment, bullying, vilification and victimisation. The University makes decisions on employment, promotion and reward on the basis of merit.

The University is committed to all aspects of equal opportunity, diversity and inclusion in the workplace and to providing all staff, students, contractors, honorary appointees, volunteers and visitors with a safe, respectful and rewarding environment free from all forms of unlawful discrimination, harassment, vilification and victimisation. This commitment is set out in the University's People Strategy 2015-2020 and policies that address diversity and inclusion, equal employment opportunity, discrimination, sexual harassment, bullying and appropriate workplace behaviour. All staff are required to comply with all University policies.

The University values diversity because we recognise that the differences in our people's age, race, ethnicity, culture, gender, nationality, sexual orientation, physical ability and background bring richness to our work environment. Consequently, the People Strategy

sets out the strategic aim to drive diversity and inclusion across the University to create an environment where the compounding benefits of a diverse workforce are recognised as vital in our continuous desire to service for excellence and reach the targets of Growing Esteem.

4. Occupational Health and Safety (OHS)

All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct.

OHS responsibilities applicable to positions are published at:

<http://safety.unimelb.edu.au/people/community/responsibilities-of-personnel>

These include general staff responsibilities and those additional responsibilities that apply for Managers and Supervisors and other Personnel.

5. Other Information

5.1 ADDITIONAL INFORMATION FOR THE WINTER AND GLOVER FELLOWSHIP

- ▶ The Fellowship will be offered for three years and must normally be taken up within six months of the offer.
- ▶ The Fellowship Support Package is an indexed grant provided to assist the Department to employ the Fellow. No additional claims can be made over and above the package.
- ▶ A fixed amount of \$10,000 (pro-rata) in Grant-In-Aid funding will be allocated each year to cover legitimate expenses, including removal expenses to take up the Fellowship, attendance at conferences, and research expenses. This amount will be administered by the Faculty Research Development unit. Funding not expended in one year can be carried forward, but not beyond the tenure of the Fellowship.
- ▶ Appointees with medical qualifications registrable in Victoria may be eligible for an appropriate clinical loading.
- ▶ By the start of each year of appointment, each staff member (including new staff) should have a clear understanding of the responsibilities and expectations appropriate to his or her rank and academic position which are to be accepted within the department for that year. These should be developed in a brief statement and agreed with the Head of Department as early as is practicable.
- ▶ The statement of responsibilities is not intended to be prescriptive in, for example, details of research. It may be sufficiently broad to recognise that patterns of work will evolve during the year as a result of changing circumstances, but it must be sufficiently precise to enable a judgement to be made as to whether objectives have been met at the appropriate level. Explicit reference may be made to particular developmental needs. The statement will ordinarily be in brief point form. The statement is to be treated with discretion, but is not a confidential document.
- ▶ At the end of the first 12 months of tenure, and at 12-month intervals thereafter, the Fellow will supply brief reports of progress on a template provided by the Faculty Research Development unit. These reports are to be signed by the Fellow's Head of Department or School (or nominee) and submitted to the Faculty Research Development unit for consideration by the Faculty.

- ▶ Leave of absence may be taken within the period of tenure of the award, but the period of absence will not be added to the duration of the award.
- ▶ With the approval of the Head of Department, a Fellow will be entitled to spend up to four weeks per annum in a research group outside the Faculty or at relevant conferences, while continuing to hold the award. This time can be accumulated and must be reported in the annual report.
- ▶ With the approval of the Head of Department, the Fellow may perform some of their research in an affiliated institute of the Faculty while having an appointment in a Department or School*. As the fellowship is the result of philanthropic funding bequeathed to the Faculty, the Fellow cannot be employed in a medical research institute based department.

*Or Centre in the Melbourne School of Population and Global Health

5.2 FACULTY OF MEDICINE, DENTISTRY AND HEALTH SCIENCES

www.mdhs.unimelb.edu.au

The Faculty of Medicine, Dentistry & Health Sciences has an enviable research record and is the University of Melbourne's largest faculty in terms of management of financial resources, employment of academic and professional staff, teaching of undergraduate and postgraduate (including research higher degree) students and the conduct of basic and applied research. The Faculty's annual revenue is \$628m with approximately 55% of this income related to research activities.

The Faculty has a student teaching load in excess of 8,500 equivalent full-time students including more than 1,300 research higher degree students. The Faculty has approximately 2,195 staff comprising 642 professional staff and 1,553 research and teaching staff.

The Faculty has appointed Australia's first Associate Dean (Indigenous Development) to lead the development and implementation of the Faculty's Reconciliation Action Plan (RAP), which will be aligned with the broader University – wide plan. To enable the Faculty to improve its Indigenous expertise knowledge base, the Faculty's RAP will address Indigenous employment, Indigenous student recruitment and retention, Indigenous cultural recognition and building partnerships with the Indigenous community as key areas of development.

5.3 THE UNIVERSITY OF MELBOURNE

Established in 1853, the University of Melbourne is a leading international university with a tradition of excellence in teaching and research. The main campus in Parkville is recognised as the hub of Australia's premier knowledge precinct comprising eight hospitals, many leading research institutes and a wide-range of knowledge-based industries. With outstanding performance in international rankings, the University is at the forefront of higher education in the Asia-Pacific region and the world.

The University employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.

Further information about working at The University of Melbourne is available at <http://about.unimelb.edu.au/careers>.

5.4 GROWING ESTEEM, THE MELBOURNE CURRICULUM AND RESEARCH AT MELBOURNE: ENSURING EXCELLENCE AND IMPACT TO 2025

Growing Esteem describes Melbourne's strategy to achieve its aspiration to be a public-spirited and internationally-engaged institution, highly regarded for making distinctive contributions to society in research and research training, learning and teaching, and engagement. <http://about.unimelb.edu.au/strategy-and-leadership>

The University is at the forefront of Australia's changing higher education system and offers a distinctive model of education known collectively as the Melbourne Curriculum. The new educational model, designed for an outstanding experience for all students, is based on six broad undergraduate programs followed by a graduate professional degree, research higher degree or entry directly into employment. The emphasis on academic breadth as well as disciplinary depth in the new degrees ensures that graduates will have the capacity to succeed in a world where knowledge boundaries are shifting and reforming to create new frontiers and challenges. In moving to the new model, the University is also aligning itself with the best of emerging European and Asian practice and well-established North American traditions.

The University's global aspirations seek to make significant contributions to major social, economic and environmental challenges. Accordingly, the University's research strategy *Research at Melbourne: Ensuring Excellence and Impact to 2025* aspires to a significant advancement in the excellence and impact of its research outputs.

<http://research.unimelb.edu.au/our-research/research-at-melbourne>

The strategy recognises that as a public-spirited, research-intensive institution of the future, the University must strive to make a tangible impact in Australia and the world, working across disciplinary and sectoral boundaries and building deeper and more substantive engagement with industry, collaborators and partners. While cultivating the fundamental enabling disciplines through investigator-driven research, the University has adopted three grand challenges aspiring to solve some of the most difficult problems facing our world in the next century. These Grand Challenges include:

- ▶ Understanding our place and purpose – The place and purpose grand challenge centres on understanding all aspects of our national identity, with a focus on Australia's 'place' in the Asia-Pacific region and the world, and on our 'purpose' or mission to improve all dimensions of the human condition through our research.
- ▶ Fostering health and wellbeing – The health and wellbeing grand challenge focuses on building the scale and breadth of our capabilities in population and global health; on harnessing our contribution to the 'convergence revolution' of biomedical and health research, bringing together the life sciences, engineering and the physical sciences; and on addressing the physical, mental and social aspects of wellbeing by looking beyond the traditional boundaries of biomedicine.
- ▶ Supporting sustainability and resilience – The sustainability and resilience grand challenge addresses the critical issues of climate change, water and food security, sustainable energy and designing resilient cities and regions. In addition to the technical aspects, this grand challenge considers the physical and social functioning of cities, connecting physical phenomena with lessons from our past, and the implications of the technical solutions for economies, living patterns and behaviours.

Essential to tackling these challenges, an outstanding faculty, high performing students, wide collaboration including internationally and deep partnerships with external parties form central components of Research at Melbourne: Ensuring Excellence and Impact to 2025.

5.5 GOVERNANCE

The Vice Chancellor is the Chief Executive Officer of the University and responsible to Council for the good management of the University.

Comprehensive information about the University of Melbourne and its governance structure is available at <http://www.unimelb.edu.au/governance>