



POSITION DESCRIPTION

Faculty of Medicine, Dentistry and Health Sciences
The University of Melbourne

C.R. Roper Fellowship

POSITION NO	0054201
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	\$107,547 - \$127,707 p.a. (Level B) \$131,739 - \$151,900 p.a. (Level C)
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full time (up to 1.0 FTE) fixed term position available for up three years
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/cr-roper-fellowship Please do not apply using the University recruitment website.
CONTACT FOR ENQUIRIES ONLY	Nikki Fisher Tel +61 3 8344 6330 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

As a result of a generous bequest to the University of Melbourne, the Faculty of Medicine, Dentistry and Health Sciences is able to offer the “**C.R. Roper Fellowship**”

The Fellowship is for a person with a doctorate in an appropriate field of biomedical and health research. The Fellowship is for research into clinical or non-clinical areas.

The purpose of this role is to make significant original contributions to research of high quality and impact, expanding knowledge in relevant fields at the national level and contributing to the Faculty's and University's ambitious research and research training agenda. You will play a major role in building engagement beyond the academy, including through activities relevant to your profession, discipline, industry and / or community.

As a research focused academic, you will have established excellent performance in the domains of Research & Research Training and Leadership & Service. You will embody the Faculty's values, providing effective leadership in research, including through research training and supervision, and making significant contributions to the administrative activities of an organizational unit or interdisciplinary area.

Refer to Section 5 for additional information for trust specific requirements for this Fellowship.

1. Key Responsibilities

1.1 EXPECTATIONS OF LEVEL

- ▶ See classification descriptions for further information about activities expected at each level. Classification of research only academic staff is provided at:

https://about.unimelb.edu.au/__data/assets/pdf_file/0024/55554/MPF1157-ScheduleB.pdf

1.2 RESEARCH AND RESEARCH TRAINING

- ▶ Participate in research independently and as a member of a research team
- ▶ Produce quality conference and seminar papers and publications
- ▶ Prepare research proposals for submission to external funding bodies to obtain external research income
- ▶ Provide effective supervision of major honours or postgraduate research projects and supervise or co-supervise Research Higher Degree and Honours students
- ▶ Significantly contribute to research projects including leadership of research teams or management of projects, leading to publications in peer review journals

1.3 TEACHING AND LEARNING

- ▶ Contribute disciplinary evidence-based research to innovative curriculum and subject design at a School or Department level

1.4 LEADERSHIP AND SERVICE

- ▶ Role model Faculty values and collaboration and teamwork, compassion, respect, integrity and accountability

- ▶ Actively participate at School and/or Faculty meetings and play a major role in planning or committee work
- ▶ Actively participate in key aspects of engagement within and beyond the University e.g. School's outreach, first year orientation, academic advising and other external bodies
- ▶ Participate in community and professional activities related to the relevant disciplinary area including attendance and presentations at conferences and seminars
- ▶ Positive engagement in learning and career development of self and other

1.5 STAFF SUPERVISION

- ▶ Undertake probationary and performance management processes, ensuring you have regular conversations with your staff and are providing positive and constructive feedback to enhance staff and team performance
- ▶ Provide coaching, guidance and support for career planning, ensuring staff have access to appropriate professional development activities
- ▶ Understand your responsibilities associated with approving staff leave and ensuring leave is approved in line with operational requirements
- ▶ Allocate and monitor workload and address associated issues in a timely manner
- ▶ Ensure new staff participate in the university's induction program and provide a localised work area orientation

2. Selection Criteria

- ▶ In addition to the selection criteria listed below, applications will be assessed against the "Assessment Criteria" as outlined in the Faculty Trust Fellowship application form which includes, but not exclusively, CV, Track Record and Knowledge Gain.

2.1 ESSENTIAL

- ▶ A doctorate in an appropriate field of biomedical and health research.
- ▶ Evidence of significant contribution to independent and team based research
- ▶ Significant research profile at national level, in an identified priority area for the Faculty, as evidenced by:
 - Demonstrated success in obtaining research funding,
 - Strong, independent and original publication record including in high-impact peer-reviewed journals
 - Effective supervision of higher degree and post-doctoral research students
 - Note; candidates may provide details of career breaks for our consideration in assessing performance relative to opportunity
- ▶ Strong interpersonal and communication skills, with an ability to work collaboratively, and develop relationships with key stakeholders (internal and external)
- ▶ Ethical scholar who values diversity and inclusion, demonstrates compassion and accountability
- ▶ Ability to drive innovation and be open to new perspectives, ideas and ways of working

2.2 DESIRABLE

- ▶ Either established collaborations, or opportunities to develop collaborations, with University of Melbourne researchers
- ▶ Capacity to bring new approaches to research

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

- ▶ In assessing the applications for the position, the committee will require evidence from the Head of Department and/or School of their acceptance of the project and support for the applicant, which is captured in the certification section of the application form.

Applications must be made via SmartyGrants online grant management system, using the application form available the MDHS Faculty Trust Fellowship webpage:

<https://staff.unimelb.edu.au/mdhs/research-development/research-collaboration-and-funding/faculty-trust-fellowships/>

5.1 ADDITIONAL INFORMATION FOR C.R. ROPER FELLOWSHIP

- ▶ This fellowship relates to UTR7.104 – The Roper Bequest
- ▶ The research fellow known as “C.R. Roper Fellow”
- ▶ In approved circumstances, the Fellow may **perform some of their research** in an affiliated institute of the Faculty or Centre in the Melbourne School of Population and Global Health however must have their appointment in a Faculty Department or School.

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>