

## POSITION DESCRIPTION

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<b>POSITION TITLE:</b>	Research Fellow MARC
<b>DIVISION:</b>	MARC
<b>CLASSIFICATION:</b>	Research Fellow B As per NARI Ltd Enterprise Agreement, 2015
<b>REMUNERATION:</b>	\$92,068 - \$109,304 depending on experience plus Employer Superannuation Contribution 9.5% plus Generous Salary Packaging
<b>EMPLOYMENT TYPE:</b>	Full time – Fixed term
<b>CONTRACT DURATION:</b>	Initial 2 year contract with possibility of extension

### THE INSTITUTE – PLACE OF WORK

The National Ageing Research Institute (NARI) is situated on the grounds of the Royal Melbourne Hospital, Royal Park Campus, Parkville, and is affiliated with the Royal Melbourne Hospital and The University of Melbourne. NARI aims to be the centre of excellence in Australia for research into ageing and improving the quality of life and health of older people. NARI is recognised as a leading research institute in falls and balance, pain, dementia, physical activity, healthy ageing, psychosocial and mental health, and health systems evaluation.

### BACKGROUND

The Melbourne Ageing Research Collaboration (MARC), led by the National Ageing Research Institute (NARI), is a partnership of twelve organisations, with support from the state government, that have joined forces to bring about systemic change to improve the quality of life of older people. MARC partners are working together across four issues identified by all partners and older people as being of critical importance. These are: preventing falls, promoting healthy ageing, improving quality of life for people with Alzheimer’s disease and other types of dementia and having a “good death”.

Our current partners are Alzheimer’s Australia Victoria, Australian Catholic University, Austin Health, Melbourne Primary Care Network, Mercy Health, NARI, Northern Health, Royal Melbourne Hospital, St Vincent’s, Telstra, University of Melbourne and Western Health, with support from the Victorian Government.

MARC’s aims are to:

- Enable rapid translation of research into practice to bridge the gap between what is known and what is practised in the field of ageing
- Collectively identify and solve systemic blocks that exist between health, community and aged care services
- Embed person-centred approaches, cultural and practice change into health, community and aged care to improve outcomes for older people
- Influence policy by demonstrating the effectiveness of this new way of working

### POSITION SUMMARY

This is a full time position to coordinate and develop research projects for the Melbourne Ageing Research Collaboration (MARC). The Research Fellow will liaise closely with partners, particularly with health services.

## **LINE MANAGEMENT**

The position has a direct reporting relationship to the Director of MARC who will be responsible for overall supervision.

## **KEY DUTIES**

- Project development and management, including;
  - Project planning and ensuring timelines are achieved
  - Liaising with diverse groups of consumer and professional stakeholders, particularly health services
  - Completing ethics applications and completing relevant monitoring and documentation
  - Organising and chairing advisory committees
  - Coordinating and analysing project data
  - Report and publication writing
  - Coordinating recruitment strategies
  - Budget accountability and reporting
  - Staff supervision
- Proposal development and funding applications in collaboration with other members of the MARC team other NARI staff and/or external partners
- Contributing to the overall development of the MARC as an active member of the team

**SELECTION CRITERIA**

**Essential**

- PhD relevant to research in the health and community services sector (eg: allied health nursing)
- Clinical experience in an aged / health care setting
- Demonstrated interest in the care and wellbeing of older people
- Understanding ethical principles and research governance
- Ability to generate research ideas and follow through with the preparation of funding applications and delivery.
- Demonstrated experience in conducting qualitative and quantitative research and evaluation methods and competence in statistical methods
- Demonstrated expertise in managing research studies
- Ability to liaise and work with diverse groups of consumer and professional stakeholders, in particular health services
- Ability to work effectively in a team environment and manage competing demands
- Confidence in presenting at forums and meetings
- Skills with computer software packages such as Word, Excel, PowerPoint, SPSS / other data analysis packages, endnote / other biographical packages

**Desirable**

- Knowledge and understanding of the health and aged care system – policies and clinical models of care
- Track record in publications
- Track record in obtaining research funding
- Experience supervising students and/or staff
- Experience in developing and providing education for health professionals
- Understanding of knowledge translation and translational research

**Approved:** \_\_\_\_\_  
**Executive/Division Director**

**Date:** \_\_\_\_\_

The employee's signature indicates having read, understood and accepted this Position Description.

...../...../2019  
**Employee Signature**

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**Employee Name (please print)**