

RESEARCH ASSISTANT



Position Title	Research Assistant
HEW Level	HEW Level 4 or 5 (depending on experience)
School/Unit	School of Medicine and Public Health
College/Division	College of Health, Medicine and Wellbeing
Reports to	Dr Rachel Sutherland
Direct Reports	Nil
Indirect Reports	Nil
Contract Type	We have two temporary positions available (total FTE 1.8) for 12 months (with the potential for extension)

ROLE DESCRIPTION

Role Objective: To provide support to the research team in undertaking implementation and dissemination research on a funded public health nutrition program being delivered to children, families and schools in the region.

The research program aims to deliver and evaluate evidence based strategies targeting children, parents and schools to support the development of healthy eating habits in line with the Australian Dietary Guidelines, and prevent excessive weight gain. The research program will be conducted in the community and is a collaboration with community agencies, health policy makers and practitioners.

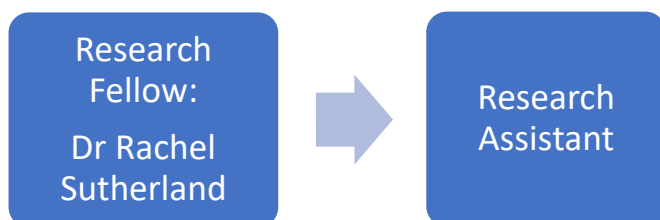
OVERVIEW OF THE UNIVERSITY, COLLEGE/DIVISION AND SCHOOL/UNIT AND POSITION CONTEXT

An exciting opportunity is available for a research assistant to work in public health nutrition research with the University of Newcastle. The University of Newcastle stands as a global leader distinguished by a commitment to equity and excellence. Our vision is to be a world-leading University and create a better future for our regions and the globe. Underpinned by this vision and our values of excellence, equity, engagement and sustainability, the University of Newcastle's Looking Ahead Strategic Plan 2020-2025 outlines the University's commitment to delivering an exceptional student experience and serving our communities.

The successful applicant will be working with members of the Hunter New England Population Health Research Group (HNEPHRG) as part of the Priority Research Centre for Health Behaviour. HNEPHRG is recognised as a national leader in public health translation research having received awards from the Australian National Preventive Health Agency, and the NSW Government. An expression of interest is being sought to undertake implementation and dissemination research with the group on a funded public health nutrition program being delivered to children, families and schools in the region.

ORGANISATION CHART

RESEARCH ASSISTANT



ROLE RESPONSIBILITIES AND TYPICAL ACTIVITIES

Areas of accountability are listed in approximate order of importance and time commitment.

Areas of accountability	Core responsibilities and typical activities	Measures of performance
Project Support and Administration	<ul style="list-style-type: none"> Assist in the development of project administration, protocols and research materials Assist in the preparation and submission of research ethics applications Participate in project data collection activities and assist in managing the storage of qualitative and quantitative research data 	<p>Allocated tasks are delivered on time and to a high quality.</p> <p>Satisfactory feedback from the lead investigator.</p> <p>Project KPI's and allocated tasks are completed on schedule and are of high quality.</p>
Communication and engagement	<ul style="list-style-type: none"> Liaising with stakeholders (research team, community organisations and funding bodies) demonstrating a high level of written and verbal communication. Developing high quality written materials such as participant recruitment documents, progress reports and program resources. 	Satisfactory feedback from chief investigators and the research team.
Other	<ul style="list-style-type: none"> Undertake any other duties considered relevant and appropriate. 	

POSITION CHARACTERISTICS

Organisational knowledge	The successful applicant will be working with members of the Hunter New England Population Health Research Group (HNEPHRG), located at Hunter New England Population Health (Wallsend), and be part of the Priority Research Centre for Health Behaviour.
Professional / industry knowledge	Applicants with a health, social or behavioural sciences tertiary qualifications will be considered. Applicants should have experience in applied public health and/or nutrition research and an interest in implementation and dissemination science.

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Level of supervision / independence	The appointee will work under the supervision of a Research Fellow. Excellent health promotion, research support and mentoring will be provided for the successful applicant. Ability to effectively contribute to collaborative research as well as work independently.
Problem solving and judgement	Demonstrate analytical and problem-solving skills and prioritise tasks and adapt to changing priorities.
Key relationships (internal and external) and immediate team	Collaboration with research staff, and project officers within the Hunter New England Population Health Research Group, who will be involved with the project. As well as a variety of key stakeholders.
Challenges	Balancing priorities and meeting deadlines.
Special characteristics	No
WWCC required	Yes
Criminal record check required	Yes
Entrusted role check	No
Delegated authority required*	No

EXPECTED BEHAVIOURS

The role is expected to display personal qualities and behaviours consistent with an Individual Contributors Level as outlined in the Leadership Framework.

The UON Leadership framework describes six leadership capabilities for both academic and professional staff. At UON leaders; shape the future, engage beyond the University, work collaboratively, strive for excellence, drive performance and show courage and respect. At UON we recognise that while leaders exist at all levels, people face different challenges and demands depending on their leadership level. For each Leadership Capability the behaviours reflect how each capability can be observed at different leadership levels in the University.

INHERENT REQUIREMENTS

This Position Description outlines the major accountabilities/responsibilities and the essential criteria against which you will be assessed as suitable for the position. As such there will be specific job requirements that we refer to as Inherent Requirements. Inherent Requirements refer to your ability to:

- Perform the essential duties and functional requirements of the job;
- Meet the productivity and quality requirements of the position;
- Work effectively in the team or other type of work organisation concerned; and
- Do the job without undue risk to your own or others health, safety and welfare at work.

If you have any injuries, illness, disorder, impairment, condition or incapacity that may affect your ability to perform the inherent requirements of the position, we encourage you to discuss this with the University to assist in the process of identifying reasonable adjustments to enable you to perform the duties of the position.

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ESSENTIAL CRITERIA

Applicants with a health, social or behavioural sciences tertiary qualifications will be considered. Applicants should have experience in applied public health and/or nutrition research and an interest in implementation and dissemination science. Essential criteria includes:

1. Relevant tertiary or post-graduate qualifications
2. Demonstrated track record in planning, implementing and managing public health interventions
3. Experience or willingness to undertake student supervision
4. Experience in large scale data collection and evaluation activities
5. Experience in quantitative and/or qualitative methods for program evaluation
6. Commitment to Aboriginal health

FURTHER INFORMATION

For additional information on the position contact Dr Rachel Sutherland via email (Rachel.Sutherland@health.nsw.gov.au)

SUBMITTING YOUR APPLICATION

Please note: your application must include:

- a statement addressing the essential criteria (one page max)
- your CV with contact details for two nominated referees

Please submit your application to Dr Rachel Sutherland by 02/09/2022