POSITION DESCRIPTION
Academic Positions
(In addition to the Position Classification Standards)

Position Title: Associate Research Fellow Level: A

Faculty/Division: Australian Institute for Innovative Materials

Department/Location: IPRI (Innovation Campus)

Primary Purpose of the Position:

This position will conduct laboratory-based research into the development of novel materials and devices for bionic artificial muscles. Specifically, you will develop, characterise and test polymer materials that have optimised electronic and mechanical properties. Secondly, you will contribute to the application of these materials to various end uses.

Position Environment:

You will be located within the Intelligent Polymer Research Institute (IPRI) at the Innovation Campus of the University of Wollongong. IPRI is part of the Australian Institute for Innovative Materials (AIIM). The position involves full time research and the appointee will contribute to research outcomes and milestones relating to IPRI and the University.

Major Accountabilities/Responsibilities:

Responsibilities		Outcome	Office Use Only
1.	Conduct laboratory-based research	High quality research data	
2.	Analyse research data	Informed analysis of research outcomes	
3.	Assist in the preparation of scientific papers and reports	Papers suitable for publication	
4.	Provide specialist assistance in the area of mechanical property testing and evaluation.	Establish and monitor quality in terms of mechanical evaluation of materials	
5.	Assist with undergraduate and post-graduate research students	Laboratory assistance where needed	
6.	Supervisory roles: Communicate and consult with staff on workplace and staffing matters.	To foster direct relationships with staff and enhance engagement with the organisation.	Ongoing
7.	Observe principles and practices of Equal Employment Opportunity	To ensure fair treatment in the workplace	
8.	Have OH&S responsibilities, accountabilities and authorities as outlined in the http://staff.uow.edu.au/ohs/commitment/responsibilities/ document	To ensure a safe working environment for self & others.	

Inherent Requirements:

This position description outlines the major accountabilities/responsibilities and the selection 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. The University wants to place you in the best situation to use your skills effectively in the position you are applying for at the University.

Reporting Relationships:

Position Reports to:	Professor Geoffrey Spinks
The position supervises the following positions:	Nil.
Other Key Contacts:	Prof William Price (Director, AIIM), Professor Gordon Wallace (Director, IPRI)

Key Relationships:

Contact/Organisation:	Purpose & Frequency of contact
Prof Geoff Spinks	Progress review; weekly meetings

Key Challenges:

1. Conducting high quality laboratory based experimental work designed to improve performance of bionic artificial muscles.
2 Timely publication of research findings and communication of research results through multiple outlets.
3. Provide supervision and guidance to higher degree research students and undergraduate student researchers.
4. Maintenance / calibration of laboratory equipment relating to mechanical testing.

SELECTION CRITERIA - Knowledge & Skills:

Essential:

- Detailed understanding of principles relating to mechanical testing and mechanical properties of polymers.
- Well-developed oral and written communication skills.
- High level skills in the calibration and maintenance of laboratory equipment relating to mechanical testing of polymers.

Desirable:

- Ability to provide formal supervision of higher degree research and / or undergraduate research students.

SELECTION CRITERIA - Education & Experience:

Essential:

- PhD in materials science or materials chemistry.
- Relevant research and development experience as evidenced by high quality publications in scientific, peer-reviewed journals.
- Experience with preparation, testing and evaluation of artificial muscle materials, including ionically-conducting polymers, conducting polymers, hydrogels and/or nano-carbon based films or fibres and their mechanical and electrical testing.
- Experience in working in an academic research and development environment.

Desirable:

- Previous industry experience in a relevant area.
- Experience in communicating scientific outcomes through electronic media.
- Experience in preparation of research funding applications.

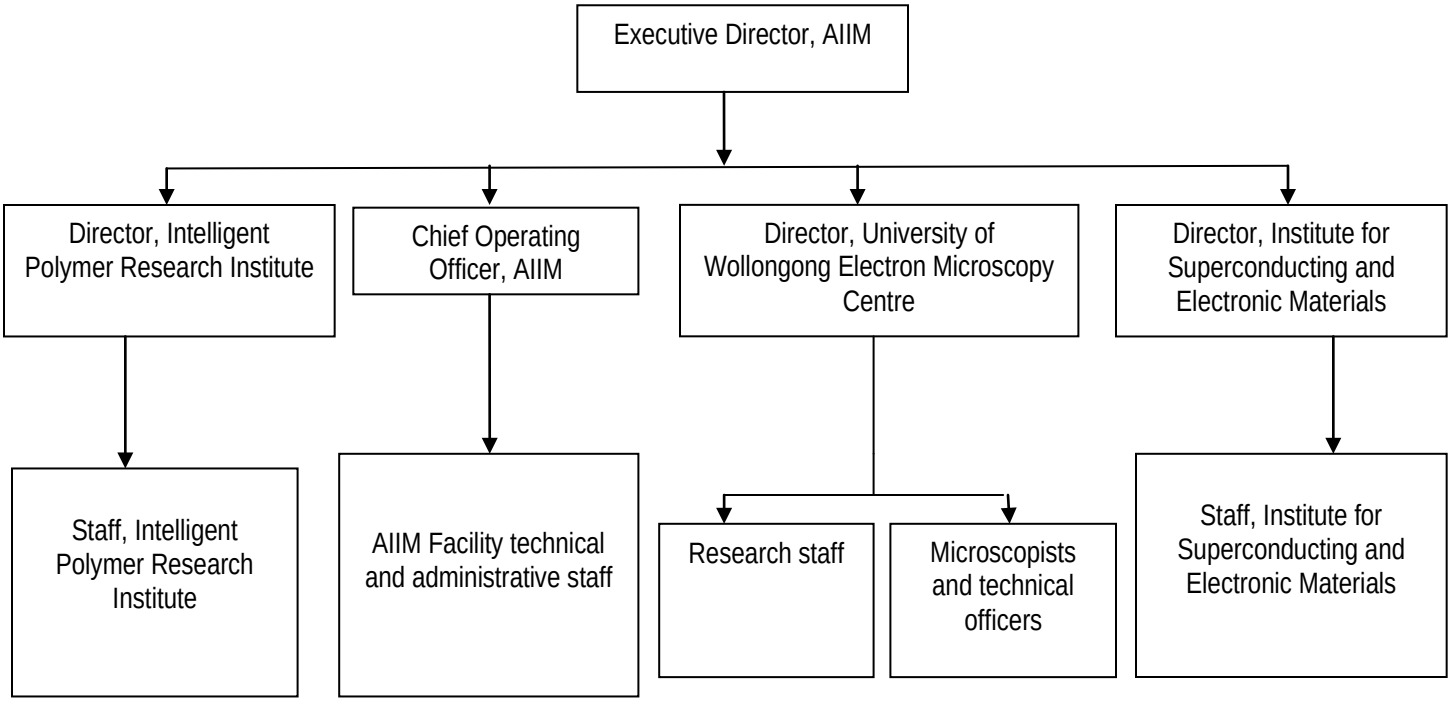
Personal Attributes:

Ability to work independently as well as in a team environment.

Special Job Requirements:

Adherence to OH&S guidelines and practices

Organisational Chart:



Approval:

Approved by Head of Unit: _____

Date: _____

Approved by Human Resources: _____

Date: _____

POSITION CLASSIFICATION STANDARD - Research Only
Level: A
Title: Associate Fellow

Description

A position classification standard describes the broad categories of responsibility attached to research-only academic staff at different levels. The standards are not exhaustive of all tasks in research-only academic employment, which is by its nature multi-skilled and involves an overlap of duties between levels. The standards provide an adequate basis to differentiate between the various levels of employment and define the broad relationships between classifications.

Progression through an academic career will normally be based on research, teaching, administrative functions and contribution to the profession. The balance of functions will vary according to level and position over time. It is only in exceptional circumstances that promotion would be solely on the research only position classification standards.

- General Standard
- Specific Duties
- Skill Base

General Standard

A Level A research-only academic is expected to contribute towards the research effort of the institution, and to develop her/his research expertise through the pursuit of defined properties relevant to the particular field of research.

Specific Duties

Specific duties required of a Level A research-only academic may include

- The conduct of research under limited supervision either as a member of a team or, where appropriate, independently, and the production or contribution to the production of conference and seminar papers and publications from that research.
- Involvement in professional activities including, subject to availability of funds, attendance at conferences and seminars in the field of expertise.
- Limited administrative functions primarily connected with the area of research of the academic.
- Development of a limited amount of research-related material for teaching or other purposes with appropriate guidance from other staff.
- Occasional contributions to teaching in relation to his/her research project(s).
- Experimental design and operation of advanced laboratory and technical equipment or conduct of advanced research procedures.
- Attendance at meetings associated with research or the work of the organisational unit to which the research is connected and/or at departmental and/pr faculty meetings and/or membership of a limited number of committees.
- Advice within the field of the staff member's research to postgraduate students.
- A Level A research-only academic shall work with support, guidance and/or direction from staff classified at Level B and above and with an increasing degree of autonomy as the research academic gains in skill and experience.

Skill Base

A Level A research-only academic will normally have completed four years of tertiary study in the relevant discipline or have equivalent qualifications or research experience. In many cases a position at this level will require an honours degree or higher qualifications or equivalent research experience. Research experience may have contributed to or resulted in publications, conference papers, reports or professional or technical contributions which give evidence of research potential.