

POSITION DESCRIPTION

Academic Positions

(In addition to the Position Classification Standards)

Position Title: Research Fellow (3 years Fixed Term, 0.5 FTE) Level: A
 Faculty/Division: EIS/ ARC Research Hub for Australian Steel Manufacturing
 Department/Location: School of Information Systems and Technology (SISAT)

Primary Purpose of the Position:

To support and deliver world-class research in the areas of innovation management and strategy.

Position Environment:

You will be a member of ARC Research Hub for Australian Steel Manufacturing, hosted by the University of Wollongong (UOW). UOW is a world class Research University and this position is expected to enhance that status. The Steel Research Hub has 5 core Industry Partners (BlueScope, Arrium, the Australian Steel Institute, Bisalloy Steels and Cox Architecture), with BlueScope providing a major investment. In addition, the Steel Research Hub partners with 5 Australian Universities (the University of Queensland, University of Newcastle, Swinburne, RMIT and the University of NSW).

The Steel Research Hub aims to develop breakthrough process and product innovations to enable the Australian steel industry to improve its global competitiveness. It is based on an integrated, value chain-wide approach to innovation in the steel sector, including projects on innovation strategy and management, customer-focused product development, innovation in coating and surface engineering technology, and economic and environmental sustainability of iron and steelmaking. By ensuring sector-wide industry representation and collaboration with leading Universities, the Hub will deliver tangible and lasting economic and environmental benefits, and ensure the nation's future research capacity in the field.

Program A (Managing Innovation in the Australian Steel Industry) of the Steel Research Hub, in which this position will be located, is seeking answers to the following question: what does the industry need to concentrate on in order to better convert investment in fundamental research into commercialised new product outcomes?"

You will have access to industry partners as well as other research programs within the Hub to fulfil their role in studying innovation within the Australian Steel Industry, the International Steel Industry and more broadly in related industries. Research methods including case studies, surveys and/or experiments and/or archival research are expected to be utilised within Program A to develop new knowledge that supports the management and success of innovation in the Australian Steel Industry. The specific program of research will be designed in consultation with, and under the supervision of, the research team within Program A and the Hub Director.

The Faculty of Engineering and Information Sciences has a strong research program and supports a large PhD program. Details of the Faculty's teaching and research profile are available at <http://eis.uow.edu.au/research/index.html>.

Major Accountabilities/Responsibilities:

Responsibilities		Outcome	Office Use Only
1.	In consultation with and under the supervision of Program A Leaders and the Hub Director, prepare a detailed program of research projects	Proposal, as per the standard format and, approved by the Steel Research Hub Director	5%
2.	Research: Conduct and lead case studies into innovation management and success, including case studies with industry partners and in other Programs within the Steel Research Hub	Publications in respected Journals and Conferences, practitioner outlets, white papers, and status reports	50%
3.	Research Support: Assist with the conduct of other research projects within Program A; Prepare literature reviews; develop and deliver training programs in innovation management for industry partners and other Programs in the Steel Research Hub; assist with mentoring and training for HDR students within Program A	Successful completion of projects, literature reviews, training programs and mentoring.	35%
4.	Communicate research findings to industry partners and other research programs in the Hub; provide progress reports as required	Reports and presentations to industry partners, Hub Director, and other research programs in the Hub	5%
5.	Assist with project management and administration, including preparation of reports, assisting with workshops, preparation of newsletter items and maintenance of publications records	Proper functioning of the project and Steel Research Hub objectives	5%
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 WH&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

- An ability to work effectively in a diverse multi-disciplinary and multicultural environment.
- Experience in writing, communicating and publishing research findings.

Desirable:

- Relevant experience of working with similar industries, e.g. with large process industries.
- An interest in working with the steel industry OR Demonstrated experience or interest in similar industries.
- Demonstrated capacity to undertake collaborative research.

Personal Attributes:

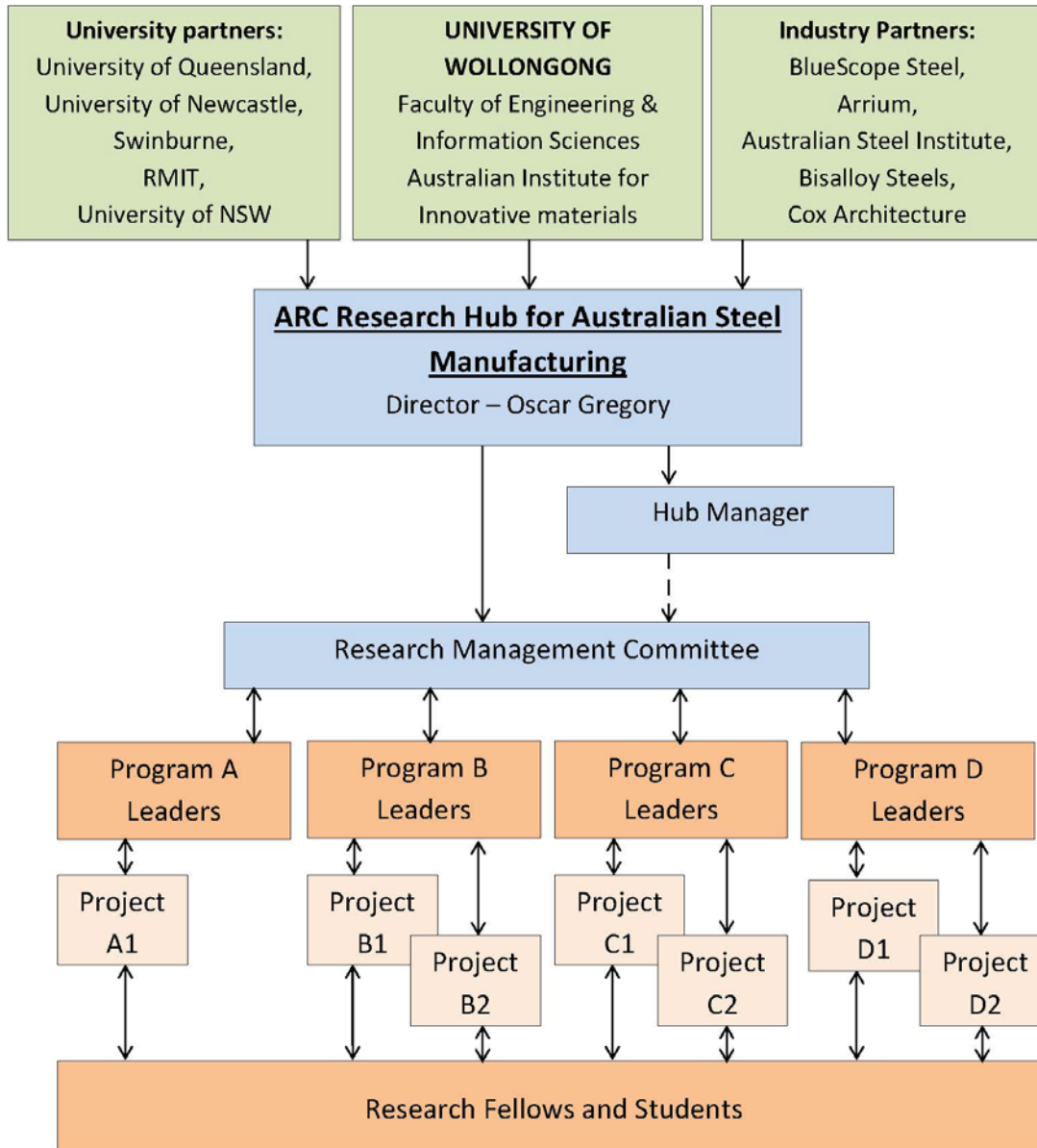
- Well-developed written and oral communication skills.
- The ability to work as part of a team.
- Well-developed interpersonal skills.
- Good time management skills, ability to prioritise tasks, and to meet deadlines.
- Work independently without constant supervision.
- Enthusiasm for research and team work.
- Willingness to receive positive feedback and constructive criticism.
- Look for solutions, rather than merely presenting problems.
- Flexible approach to work assignments.
- Responsive to change.

Special Job Requirements:

- May be required to work outside of normal hours from time to time

Organisational Chart:

Please attach an up to date organisational chart to this position description.



Approval:

Approved by Head of Unit:  Oscar Gregory, Director, Steel Research Hub

Date: 24 September 2014

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.