

POSITION DESCRIPTION

Academic Positions

(In addition to the Position Classification Standards)

Primary Purpose of the Position:				
Faculty:	Social Sciences	Department:	Education and Early Start	
Position Title:	Associate Research Fellow	Level:	A	

This position will be responsible for the implementation and management of a number of interventions within a large sportsbased mental health program. It is expected that the successful candidate will write manuscripts to be submitted to peerreviewed journals.

Position Environment:

This position will contribute to the strategic research direction of the Faculty of Social Sciences and Early Start, as well as the University Global Challenges program (Living Well, Longer). This position will involve working alongside researchers within the Early Start Research Institute to progress this major research project and contribute to the overall research program through relevant expertise. This position will also contribute to the research output of the Faculty through the successful candidate leading the writing of several manuscripts to be submitted to peer-reviewed journals.

The primary purpose of this postdoctoral position is to formulate, implement, and test the efficacy of various components of a sports-based intervention for adolescent males to increase wellbeing and reduce the risk of mental health problems, with a specific focus on dropouts from organised sports. The position is nested within a larger study that has been funded* by the Movember Foundation. The study, a cluster-randomised controlled trial, will involve 100 sporting clubs from around Australia.

*This study has conditional funding for three years (2015 – 2017) pending funds raised during November 2015 and 2016.

Major Accountabilities/Responsibilities:

Responsibilities		Outcome	
1.	Develop the content and structure of intervention components with a focus on the follow-up of dropouts from organised sports. Intervention components will be based on extensive formative research.	Intervention component ready to be implemented in March 2016.	
2.	Implementing the intervention and testing its efficacy within the context of a randomised controlled trial that is part of the larger project involving 100 sporting clubs from across Australia.	Intervention implemented within all sporting clubs randomised to the intervention group.	
3.	Lead writing of peer-reviewed publications from their program of research and contribute to writing from other research projects.	Lead author on 2 and co-author on 2 publications in peer-reviewed journals (preferably Thomson ISI with impact factors).	
4.	Aid in the general management of the project including collection of data at baseline and post-intervention.	Data collected on time, on budget, and with acceptable response rate	
5.	Develop an independent line of research, preferably with links to other researchers within the Early Start Research Institute	Conduct pilot research or analyse existing data in service of an independent line of research	
6.	Observe principles and practices of Equal Employment Opportunity	To ensure fair treatment in the workplace	
7.	Have WH&S responsibilities, accountabilities and authorities as outlined in the	To ensure a safe working	

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:	Dr Stewart Vella, Chief Investigator, National Sports-Based Mental Health Project
The position supervises the following positions:	HDR students, honours students and research assistants
Other Key Contacts:	Director of Early Start Research Institute, Head of Early Start, Data Manager ESRI, Project Partners.

Key Relationships:

Contact/Organisation:	Purpose & Frequency of contact
Project Partners	Develop and implement intervention components. Ongoing.
Project Researchers	Update on progress and seek involvement in component development and implementation. Ongoing.
Research Office	Submit grant, fellowship, and ethics applications. Quarterly.
ESRI Researchers	Collaborate on research projects. Attend and present seminars, Weekly.

Key Challenges:

- 1. Ensuring timely and effective completion of tasks.
- Working as part of a large team to ensure positive communication and collaboration with a wide range of people and organisations
- 3. Ability to work independently
- 4. Managing simultaneous completion of tasks

SELECTION CRITERIA - Knowledge & Skills:

Essential:

- High level organisational and planning skills with the ability to achieve required outcomes and meet deadlines in a demanding environment
- Skills in the design, implementation, and evaluation of public health interventions
- Strong written and oral communication skills in the areas of grant applications and peer-reviewed journal articles
- Excellent project management skills
 - Familiarity with various technologies, including web, video, mobile/smart devices

Desirable

- Demonstrated quantitative skills including longitudinal data modelling and multilevel modelling
- Understanding of behaviour change theories

SELECTION CRITERIA - Education & Experience:

Essential:

- PhD in an area of research associated with public health, mental health, sport psychology, or physical activity
- Demonstrated ability to lead authorship of research as evidenced by being first author on peer-reviewed journal publications
- Demonstrated experience working as a team member in a research group

Desirable

- Experience in supervision of research assistants
- Participation in research grants and projects above and beyond their PhD (e.g ARC, NHMRC or similar)
- Experience in the design and analysis of research using quantitative methodologies
- Experience in working with external partners on research-related projects

Personal Attributes:

• Proactive, independent, reliable and enthusiastic

Special Job Requirements:

N/A

Organisational Chart:

See attached

Roles and Responsibilities in Relation to Workplace Health and Safety:

The University of Wollongong is committed to providing a safe and healthy workplace for its workers, students and visitors. All members of the University community have a collective and individual responsibility to work safely and be engaged in activities to help prevent injuries and illness.

In addition to the major accountabilities/responsibilities required for your position, you also hold the following roles and responsibilities in relation to Workplace Health and Safety:

All Staff

- Take reasonable care for your health and safety as well as others.
- Comply with any reasonable instruction by the University.
- Cooperate with any reasonable policies and procedures of the University including reporting of hazards or incidents via the University reporting process.
- Certain staff have specific responsibilities for Work Health and Safety (WHS), further information is available in the document <u>Roles And Responsibilities for WHS</u> and <u>WHS Management System</u>.
- Ensure work area, equipment and practices are compliant with applicable legislation, standards, codes of practice and University guidelines.
- Ensure risk management activities are undertaken to minimise WHS risk including hazard and incident reporting, risk
 assessment and safe work procedures.
- Provide the necessary instruction, information, induction, training and supervision to enable work to be carried out safely.

 Ensure Work Health and Safety (WHS) activities and requirements are implemented for area as outlined in the <u>Roles</u> <u>And Responsibilities for WHS</u> and <u>WHS Management System</u>.

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POSITION CLASSIFICATION STANDARD - Research Only

Level:

Title: Associate Fellow

Α

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.