POSITION DESCRIPTION

POSITION TITLE: Research Capacity Building Fellow

DIVISION / SECTION: NHMRC funded Centre of Research Excellence in Integrated Quality Improvement in Indigenous Primary Health Care (CRE-IQI), Division of Wellbeing and Preventable Chronic Disease

SUPERVISOR: Professor Ross Bailie

CLASSIFICATION LEVEL: Academic Level B

STATUS (FTE): 0.5 - 1.0 FTE

NO. OF POSITIONS REPORTING DIRECTLY: 0

NO. OF POSITIONS REPORTING INDIRECTLY: 0

The CRE-IQI's vision is to improve Aboriginal and Torres Strait Islander health outcomes by accelerating and strengthening large-scale primary health care (PHC) quality improvement efforts. The CRE-IQI’s aims are to:

- Refine and build new processes and tools
- Improve data reporting systems
- Improve use of CQI data in clinical governance, management and practice
- Build CQI capacity in the Indigenous workforce
- Monitor and evaluate IP impact

We will support collaborative efforts of researchers, service providers and policy makers to address priority areas for development of integrated quality improvement (IQI) in Aboriginal and Torres Strait Islander PHC.

SUMMARY OF POSITION:
The CRE-IQI’s Research Capacity Building Program (RCB) has been established to build capacity to conduct and to use research in the Aboriginal and Torres Strait Islander PHC setting with the specific purpose of supporting Integrated Quality Improvement. The intention is for the RCB program to support research capacity building for Aboriginal and Torres Strait Islander health researchers and those working in service delivery, management, policy, research and other relevant roles. The RCB program is expected to contribute significantly to the CRE-IQI by attracting excellent early and mid-career researchers and highly motivated and enthusiastic service providers, managers and policy makers - thus extending and increasing the impact of the CRE-IQI collaboration.

The RCB Fellow will be responsible for identifying, developing, implementing and evaluating the RCB programs’ strategies specifically designed to meet the needs of Aboriginal and Torres Strait Islander health researchers in relation to IQI. The Fellow will work closely with the CRE-IQI Knowledge Exchange/Research Translation program of work which includes applying and extending evidence-based approaches to knowledge translation and implementation, and be responsible for supporting efforts to attract funding for RCB activities and ongoing resourcing of the RCB Program. The Fellow will provide support to the RCB Lead Group, and actively participate in the CRE-IQI Biannual meetings, and provide supervision and mentoring of students, where appropriate.

Aboriginal and Torres Strait Islander people are strongly encouraged to apply for this position.

PRIMARY RESPONSIBILITIES:
1. Plan, deliver and evaluate a research capacity building (RCB) program with key target groups (i.e. health researchers, managers and clinicians).
2. Undertake stakeholder consultation within the broader CRE-IQI network and the IQI PHC sector to inform the development and evaluation of the RCB program.
3. Build partnerships for the purpose of promoting IQI research and the transfer of research findings into policy and practice.
4. Increase CRE-IQI skills and understanding about respectful ways to engage with service partners in research projects and collaborations.
5. Develop, organise and promote relevant workshops, masterclasses and forums related to the research aims of the CRE-IQI.
6. Increase CRE-IQI productivity in terms of outputs and activities that support high quality research and effective research translation, including successful grant applications; creating effective interactive opportunities with key stakeholders/ service providers, managers, policy makers; production of journal papers, reports, presentations, policy or practice briefs.
7. Write and publish articles in peer-reviewed journals that highlight findings from research activities ensuring consistency with the highest standards of academic publication and showcasing the CRE-IQI’s scientific leadership.
8. Any other tasks as reasonably required by the supervisor, manager and/or Director.

**SELECTION CRITERIA:**

**Essential:**
1. PhD or Masters level qualification in a relevant discipline including at least one year of experience in this type of activity.
2. A strong interest in strengthening the Primary Health Care sector and demonstrated ability to communicate and work effectively with Aboriginal and Torres Strait Islander people / organisations within a health context (e.g. engagement and relationship building with AMS, NGO’s and other organisations), and to have a clear understanding of Aboriginal and Torres Strait Islander culture and protocols.
3. Demonstrated understanding of the principles and application of CQI in primary health care, particularly in Aboriginal and Torres Strait Islander settings.
4. Demonstrated high level program management skills, ideally in health research projects, with a proven record of achieving project outcomes.
5. Excellent interpersonal skills and the ability to work collaboratively as part of a team.
6. Demonstrated record of contribution to research, research publications and conference presentations.
7. Exceptional writing, editing, and oral communication skills including the ability to prepare grant applications, scientific papers, policy briefs, reports etc.
8. Demonstrated understanding of integrated knowledge translation where research, translation and learning occur in the context of service providers, policy makers and researchers.
9. An understanding and awareness of relevant Workplace Health and Safety as well as Equal Opportunity principles and legislation along with a commitment to maintaining a healthy and safe workplace for all staff, students, volunteers and visitors.

**Approval:**

Prof Ross Bailie  
Signature ___________________________ Date ___________________________

A/Prof David Thomas  
Signature ___________________________ Date ___________________________