

## POSITION DESCRIPTION

POSITION TITLE:	Research Officer
DIVISION / SECTION:	Wellbeing and Preventable Chronic Diseases
SUPERVISOR:	Senior Research Fellow
CLASSIFICATION LEVEL:	Academic Level A, RO1-RO3
SALARY RANGE:	\$81,617 - \$87,058
STATUS (FTE):	0.8 FTE
NO. OF POSITIONS REPORTING DIRECTLY:	1
NO. OF POSITIONS REPORTING INDIRECTLY:	1

### ABOUT MENZIES:

Menzies School of Health Research is one of Australia's leading medical research institutes dedicated to improving Indigenous, global and tropical health. Menzies has a history of over 30 years of scientific discovery and public health achievement. Menzies works at the frontline, joining with partners across the Asia-Pacific as well as Indigenous communities across northern and central Australia.

### SUMMARY OF POSITION:

Whilst gambling is non-problematic for the majority of the population it can cause significant harm to individuals, families and communities. Menzies has been funded by the Northern Territory Government to manage the 2018 Gambling Prevalence and Wellbeing Survey which is being undertaken between October and December 2018 and carried out by an external organisation.

In addition to managing the 2018 survey, Menzies has also been engaged to gather qualitative data from interviews with approximately 50 respondents who will be recruited from the 2015 and 2018 surveys. The study aims to explore relationships between types of gambling (e.g. online, electronic gaming machines, betting on horse races etc.), problem gambling risk, harm from own or others' gambling behaviour, perceived safe gambling, help-seeking behaviour and the usefulness of health promotion to educate and reduce gambling harm.

**Aboriginal and/or Torres Strait Islander people are strongly encouraged to apply**

### PRIMARY RESPONSIBILITIES:

With general guidance and oversight from the Senior Research Fellow:

1. Manage and coordinate activities associated with the qualitative study of gamblers in the Northern Territory.
2. Prepare and submit an ethics application to the joint Top End and Menzies Human Research Ethics Committee, and if required, to the Central Australian Human Research Ethics Committee.
3. Carry out literature searches as requested on aspects of regulation, compliance, gambling harms and safe gambling.
4. Liaise with NT Government representatives, the survey company and other stakeholders as required.
5. Organise a workshop with stakeholders including NT Government, gambling counselling services, and researchers to develop research questions around key research themes.

6. Manage effectively the administrative function associated with projects for which the Research Officer has responsibility.
7. Organise interviews with the 50 selected participants.
8. Analyse qualitative data and identify themes around the research questions.
9. In collaboration with other members of the research team prepare a final report.
10. Assist the Senior Research Fellow in any other research related tasks as required.
11. Disseminate (or contribute to the dissemination of) research findings by journal publications, conference presentations, reports and other means.
12. Any other tasks as reasonably required by the supervisor, manager and/or Director.

## **SELECTION CRITERIA:**

### **Essential:**

1. Postgraduate research qualification in a relevant field (minimum Honours or Masters by research).
2. Demonstrated relevant research experience, including all aspects of the research process from development to publication.
3. Demonstrated experience in managing large research projects.
4. Demonstrated experience in conducting qualitative interviews.
5. Demonstrated experience in coding of qualitative information and analyzing the captured information using qualitative analytical software (e.g. NVIVO).
6. Excellent verbal communication skills including an ability to converse with people from a wide range of cultural and educational backgrounds,
7. Excellent written communication skills including experience in writing high level reports.
8. Proven computer literacy and efficiency in using the Microsoft Office Suite (in particular Word and Excel).
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 Menzies staff, students, volunteers and visitors.

### **Desirable:**

1. Demonstrated experience in and understanding of gambling research.
2. Demonstrated experience in research translation into policy or practice.

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Approved by: Menzies Human Resources

Date: 9 October 2018

<b><u>Research Officer - RO1 to RO3</u></b>		
<b>PACKAGE COMPONENT</b>	<b>Minimum Value RO1 (\$)</b>	<b>Maximum Value RO3 (\$)</b>
<b>Gross Salary</b> (position advertised as Academic Level A, R01 - R03)	81,617	87,058
<b>Superannuation</b> (14% superannuation contribution depends on employee contributing 3% of pre tax salary)	11,426	12,188
<b>Salary Packaging Grossed Up</b> (Based on utilising the full \$15,900 salary packaging component plus the \$2,550 Meal Entertainment Card.)	9,765	9,765
<b>Leave Loading</b> (Payable on the last pay before Christmas (first year will be a pro rata payment))	1,656	1,656
<b>Total Salary Package</b>	<b>104,464</b>	<b>110,667</b>