

Menzies School of Health Research

Deputy Director Indigenous Leadership and Engagement



ABOUT THE MENZIES SCHOOL OF HEALTH RESEARCH

Menzies School of Health Research (Menzies) is one of Australia's leading medical research institutes. For more than 30 years, Menzies has undertaken research that aims to make a difference to the lives of people throughout Australia and across the region. We are dedicated to improving the health and wellbeing of Aboriginal and Torres Strait Islanders, and we are a global leader in tropical research into life-threatening illnesses.

OUR VISION

Our vision is to find enduring solutions to health problems that matter. We believe that quality of life is grounded in wellbeing and good health. We undertake research aiming to make a difference in the lives of people in the Northern Territory and across our region. We want our impact to be measurable and sustainable.

WHO WE ARE

Headquartered in Darwin, Menzies purpose is to achieve sustainable health improvements through excellence and leadership in research, education and capacity development with Aboriginal and Torres Strait Islander peoples. Our talented pool of over 250 full and part time staff work at the frontline, partnering with Aboriginal and Torres Strait Islander communities, health services and other world-class research centres to achieve this purpose. Notably, Menzies is also a recognised leader in Global and Tropical Health.

WHAT WE DO

Our work addresses critical issues such as child and youth health and development, nutrition, mental health, substance abuse as well as chronic diseases such as cancer, diabetes, kidney and heart disease. We also lead global research into life threatening illnesses in the Asia-Pacific such as malaria and tuberculosis.

Understanding which factors influence poor health outcomes and being able to develop alternative approaches and effective treatments provide us the greatest opportunity to improve health for disadvantaged populations.

OUR RESEARCH AREAS:

- ❖ Child Health
- ❖ Global and Tropical Health
- ❖ Wellbeing and Preventable Chronic Diseases
- ❖ Centre for Child Development and Education



EDUCATION AND TRAINING

Menzies is committed to educating the researchers of tomorrow and supports over 70 higher degree research students. In addition, a number of course work degrees and certificates are on offer through Menzies. These courses include:

- ❖ Masters in Public Health
- ❖ Graduate Diploma in Public Health
- ❖ Graduate Diploma in Health Research
- ❖ Certificate II in Community Health Research
- ❖ Masters in Health Research (on offer in 2020)
- ❖ Graduate Certificate in Public Health (on offer in 2020)
- ❖ Graduate Certificate in Epidemiology (on offer in 2020)

Higher degree research and coursework students collect and analyse data and communicate research findings with the aim to improve clinical guidelines, impact policy, increase health literacy and positively affect lives.

We also strive to increase the capacity of health service providers, Aboriginal and Torres Strait Islander researchers and health professionals – to support them to deliver better services based on evidence about what works, and what doesn't.

SHINING ON THE NATIONAL STAGE

Menzies continues to perform strongly amongst the nation's top 20 universities and top 10 medical research institutes in terms of the success rate of its grant applications submitted to Australia's peak body for supporting health and medical research, the National Health and Medical Research Council.

KNOWLEDGE TRANSLATION AND RESEARCH IMPACT

Beyond its commitment to research excellence, Menzies sets its sights on solutions — using our research findings to kick-start and sustain positive change.

We are committed to ensuring that the research we do is put into practice and policy by health care providers, governments and other key stakeholders to achieve practical and tangible health outcomes.



DEPUTY DIRECTOR INDIGENOUS LEADERSHIP AND ENGAGEMENT

PRIMARY PURPOSE OF THE ROLE

The Deputy Director Indigenous Leadership and Engagement will be an accomplished leader in Aboriginal and/or Torres Strait Islander health, with a record of success in leadership and management. As an experienced and influential leader, the incumbent will be skilled at engaging and working in a collaborative and inclusive style, but comfortable in driving key initiatives. The role requires leadership in driving change to take Menzies to a new level as a culturally safe organisation, which is abreast of current and emerging directions in Aboriginal and Torres Strait Islander health research. The Deputy Director will strengthen existing programs and strategies and develop new initiatives which align with Menzies' strategic plan, Menzies 2021. The position will play a key role in leading the Biyamarr ma capacity building team and inspiring Aboriginal and Torres Strait Islander staff across Menzies. This position will be based in Darwin with the need for periodic, predominantly domestic travel.

The position will contribute to the strategic development of research and education policies and procedures, as well as planning and reviewing research performance to ensure effective leadership and collaboration across Menzies. Additionally, the Deputy Director will work with research leaders to ensure that academic staff, particularly doctoral students and post-doctoral researchers, are able to achieve excellence, are successful in winning grants and have opportunities for career development.

The Deputy Director will report to the Director of Menzies. He or she will be a member of the Senior Executive Team; which includes the Director, Deputy Director Research, Deputy Director Strategy and Chief Operating Officer. The incumbent will also be a member of the Research Leadership Group, other relevant institutional committees, and will lead the Indigenous Staff Network.

Along with the duties of the Deputy Director Indigenous Leadership and Engagement, the incumbent will be supported to continue as an active researcher, working with relevant Divisions, Centres and programs across Menzies and with external partners.

The position is employed on a 1.0 FTE basis, Darwin-based for a five-year period.

This position has been designated for a senior Aboriginal or Torres Strait Islander person.

KEY ACCOUNTABILITIES

Leadership

- ❖ Lead the implementation of Menzies Reconciliation Action Plan and Aboriginal and Torres Strait Islander Employment Strategy
- ❖ Lead and manage the Biyamarr ma team and show exemplary leadership and vision to all Menzies staff
- ❖ Provide high-level advice and guidance in the design and development of new research funding applications, both in competitive and in contract research
- ❖ Support institutional enquiries and major submissions
- ❖ Provide advice to guide Menzies' investments in Aboriginal and Torres Strait Islander health research, training and education and evaluate returns on such investments
- ❖ Contribute effectively as a member of the Menzies Senior Executive Team and participate in other relevant leadership forums
- ❖ Ensure Menzies has sufficient academic support mechanisms in place for its Aboriginal and Torres Strait Islander higher degree by research students
- ❖ Work with other members of the Senior Executive Team to develop major collaborative opportunities to secure new sources of funding

Engagement

- ❖ Work with the Senior Executive Team, Research Leadership Group and Biyamarr ma to ensure Aboriginal and Torres Strait Islander protocols are honoured
- ❖ Engage and collaborate with the broader Aboriginal and Torres Strait Islander community across the Northern Territory and across Australia to create and implement major research and training initiatives and opportunities for Aboriginal and Torres Strait Islander people
- ❖ Liaise with key stakeholders to develop and maintain effective professional working relationships with research, health service, government and community partners and national funding agencies
- ❖ Engage with and support the Aboriginal Ethics Sub-Committee

Overall Administrative Responsibilities

- ❖ Provide leadership and direction for professional development for Aboriginal and Torres Strait Islander staff
- ❖ Lead and develop special projects to continuously improve processes, tools, systems and organisation, especially as it relates to Indigenous leadership and engagement.

GENERAL SENIOR MANAGEMENT DUTIES

- ❖ As a member of the Senior Executive Team, in periods of his/her absence, as required, take up the role of Acting Director
- ❖ Represent the Director at high level external meetings as required
- ❖ Confer with Menzies Indigenous Staff Network and senior staff across Menzies to discuss issues, coordinate activities, and resolve problems as required
- ❖ Other duties as requested by the Director



SELECTION CRITERIA

ESSENTIAL SELECTION CRITERIA

1. Relevant tertiary qualifications and experience
2. Recognised as a leader in the Aboriginal and/or Torres Strait Islander community, with a record of achievement in health research
3. Demonstrated ability to develop strategic relationships with high-level internal and external stakeholders, particularly with Aboriginal and Torres Strait Islander stakeholders
4. Demonstrated knowledge of historical and contemporary factors impacting on First Nations Australians and current strategic directions relevant to Aboriginal and Torres Strait Islander health research
5. Demonstrated ability to lead change across an organisation
6. High level experience motivating and leading teams, including the ability to effectively prioritise and allocate resources
7. Strong interpersonal skills and proven ability to negotiate sensitive matters with executive management, external bodies and other parties
8. Demonstrated outstanding ability to communicate effectively (both written and oral) with audiences from a range of professional, cultural and socio-economic backgrounds
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.



Further information and how to apply

Term of appointment

The appointment is a fixed term, full-time position for 5 years, with a 6-month probationary period.

Remuneration

An attractive salary package will be negotiated with the successful applicant which will take into consideration the relevant skills, qualifications and experience of the applicant.

Location

The position will be based in Darwin.

For further information

For a confidential discussion, please contact Professor Alan Cass, Director of Menzies School of Health Research via esther.miller@menzies.edu.au

Applications for the position will need to include the following:

Candidate's statement

A statement in support of your application, briefly describing how you consider yourself suitable against each of the selection criteria, using the selection criteria as headings. Applicants should ensure that they address all the prescribed selection criteria (both essential and desirable)

Curriculum vitae

- ❖ Covering positions held, including dates and details of present position and key achievements
- ❖ Details of education, professional training and qualifications (and dates of degree completion), research leadership and achievements
- ❖ Any other relevant information, such as offices held in professional bodies

Referees

Full contact details of three referees whom the Director may contact. Referees will only be contacted after prior consultation with the candidate.

Date of commencement

An indication of the earliest date on which the candidate could commence in the position.

Applications close on Monday 7 of October 2019. Applications must be submitted via the Menzies recruitment platform using this link (<http://bit.ly/2LrYcO6>).

Panel interviews with the selection committee will take place in in Darwin.

As part of the application and appointment process, candidates may be requested to provide proof of their identity, to give permission for verification of their tertiary qualifications and complete an Australian Federal Police check.