POSITION DESCRIPTION

POSITION TITLE: Aboriginal and Torres Strait Islander Health Research Manager

CLASSIFICATION: SO-5

TYPE: Full Time or Part Time

PROGRAM: Infectious Disease, Cancer and Mental Health/Complex Disorders

DEPARTMENT: Director’s Office

POSITION OBJECTIVES

The primary objectives of the position are to:

- Provide leadership for the QIMR Research faculty with respect to Aboriginal and Torres Strait Islander health.

- To establish and maintain an active research presence on matters of relevance to Aboriginal and Torres Strait Islander people in the research areas in which QIMR has competence.

- Work with QIMR researchers across all three Programs to assist researchers to:
  - Identify areas of research which would benefit Aboriginal and Torres Strait Islander people and which address the special health needs of people in this community;
  - Develop, with QIMR staff, research programs and applications for funding to enable research to be carried out which will positively impact the lives of Aboriginal and Torres Strait Islander people;
  - Manage the cultural aspects of all Aboriginal and Torres Strait Islander research programs, with an emphasis on ensuring appropriate consultation, communication and adherence to the NHMRC Values and Ethics - Guidelines for Ethical Conduct in Aboriginal and Torres Strait Islander Health Research.
• Maintain and strengthen existing networks with key stakeholders within the Aboriginal and Torres Strait Islander health research area.

**ORGANISATIONAL CONTEXT**

The Queensland Institute of Medical Research (QIMR) is a statutory body under the QIMR Act (1945). The mission of QIMR is to achieve better health through medical research, to maintain within the State of Queensland an internationally recognised Institute for Medical Research, to develop that Institute as the primary focus of medical research within the State and to cooperate with, and where possible assist the work of other medical research establishments within the State and throughout the world.

QIMR conducts research across three major programs:

1. Infectious Diseases
2. Cancer
3. Mental Health and Complex Disorders

The research laboratories are organised across six departments; Immunology, Genetics, Population Health, Computational Biology, Biology and Cell/Molecular Biology.

This position is part of the Director’s Office, which has responsibility across all areas of the Institute.

QIMR is an Essential Participant in the Cooperative Research Centre for Aboriginal and Torres Strait Islander Health (CRCATSIH), which is part of the Lowitja Institute.

**REPORTING STRUCTURE**

The position reports directly to the Deputy Director and depending on operational requirements may only be a part time position.

The Aboriginal and Torres Strait Islander Health Research Manager receives direction from the Director, Deputy Director and Management Advisory Group and is expected to work with a degree of independence and autonomy, whilst being an important part of the QIMR research faculty and embracing an ethic of teamwork in carrying out their responsibilities.

**PRIMARY RESPONSIBILITIES**

• Work with researchers across all areas of QIMR to raise the profile of Aboriginal and Torres Strait Islander health needs and proactively pursue opportunities for future research projects and grant funding.

• Ensure all Aboriginal and Torres Strait Islander health research within the Institute is carried out in accordance with the NHMRC Values and Ethics: Guideline for Ethical
Conduct in Aboriginal and Torres Strait Islander Research. This includes community consultation, capacity development and research transfer.

• Stimulate new research and/or bring research projects relevant to Aboriginal and Torres Strait Islander health to QIMR research Programs.

• Recruit, mentor and support students within the Programs.

• Engage with and participate in the activities of the Co-operative Research Centre for Aboriginal and Torres Strait Islander Health (CRCATSIH).

• Serve on certain Institute committees and represent the Institute on relevant external committees as required.

• Ensure work practices comply with the requirements of the Work Health and Safety Act, related legislative requirements and the Institute’s health and safety policies and procedures.

KEY SELECTION CRITERIA (Qualifications, Experience, Skills and Abilities)

Essential

• Postgraduate qualifications in health or related field.

• Thorough understanding of current priority areas in Aboriginal and Torres Strait Islander health and health research.

• Experience in implementing the NHMRC Values and Ethics: Guidelines for Ethical Conduct in Aboriginal and Torres Strait Islander Research including community consultation, capacity development and research transfer.

• Experience in conducting Aboriginal and Torres Strait Islander health research.

• Demonstrated outstanding leadership skills in Aboriginal and Torres Strait Islander health preferably in an academic setting.

• Established networks with relevant Aboriginal and Torres Strait Island health research and health service organisations.

• Demonstrated strong written and verbal communication skills and academic writing ability.

• Excellent interpersonal skills and advanced negotiation, consultation and advocacy skills at strategic and operational levels including government and community organisations within the context of Aboriginal and Torres Strait Islander health.

• Computer literacy in MS Office software, including Word, Excel, PowerPoint, Outlook.
Desirable

- Publications in peer-reviewed journals.
- Experience in sitting on high level government/non-government committees, reference groups or working parties.
- Investigator on peer reviewed grants.
- Experience in mentoring/supervising Aboriginal and Torres Strait Islander staff/students.

POSITION LOCATION

The position will be based primarily at the Queensland Institute of Medical Research at Herston and requires interstate travel.