

# JOB DESCRIPTION

## TELETHON KIDS INSTITUTE



<b>Why is this Job Description being written?</b>		<input type="checkbox"/> New Position <input type="checkbox"/> Replacement Position <input type="checkbox"/> Position re-designed <input checked="" type="checkbox"/> Position not previously described		
<b>POSITION DETAILS:</b>	<b>Position Title:</b>	<b>SENIOR RESEARCH FELLOW</b>		
<b>Division:</b>	Chronic Diseases	<b>Department:</b>	Children's Diabetes Centre	
<b>Position reports to: (role)</b>	Co-Director, Children's Diabetes Centre			
<b>Location:</b> <i>include all possible locations</i>	100 Roberts Road Subiaco			
<b>POSITION PURPOSE:</b> In one or two sentences briefly summarise the overall purpose of this role, i.e. broadly, <b>what</b> this role does and <b>why</b>				
Responsible for independently conducting research into the interaction between type 1 diabetes and exercise.				
<b>KEY RESPONSIBILITY AREAS</b> <i>(Please list in order of importance)</i>				
<b>Key Position Accountabilities</b> What are the main areas for which the position is accountable	<b>% of Total Role</b>	<b>Inputs:</b> What are the key activities or tasks to be carried out?	<b>Outputs:</b> What are the expected end results?	<b>Measures:</b> How it is measured

<b>Research</b>	60	<ul style="list-style-type: none"> <li>• Leading, managing and conducting research into type 1 diabetes and exercise</li> <li>• Includes study design and generation of hypotheses</li> <li>• Prepare and submit reports/applications for approval to conduct research</li> <li>• Prepare and submit applications for approval to conduct research</li> <li>• Participant recruitment for research studies</li> <li>• Performing experiments, data management and data analysis</li> <li>• Writing up results in scientific papers</li> <li>• Participating at research meetings and seminars for ongoing continued education</li> <li>• Collaborating with other researchers</li> <li>• Seeking and applying for grant/fellowship funding</li> </ul>	<ul style="list-style-type: none"> <li>• Successful completion of studies responsible for</li> <li>• Appropriate interpretation of results and reporting of scientific findings</li> <li>• Publishing journal articles and research reports</li> <li>• Keeping up to date with latest research findings</li> <li>• Securing grants and fellowships</li> <li>• Conference attendance</li> </ul>	<ul style="list-style-type: none"> <li>• Completion of studies in timely manner</li> <li>• Timely submission of applications</li> <li>• Design and development of new projects</li> <li>• Number and value of grants/fellowships obtained</li> <li>• Positive feedback from team members and collaborators</li> </ul>
<b>Knowledge Transfer/Research Output</b>	20	<ul style="list-style-type: none"> <li>• Writing research publications and submitting to high impact peer-reviewed journals</li> <li>• Presenting findings at local, national, and international conference and scientific meetings</li> <li>• Sharing knowledge and experience with colleagues at research seminars</li> <li>• Support the translation of research findings to clinical practice</li> <li>• Building networks and collaborations with other researchers, clinicians and relevant stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>• Published journal articles</li> <li>• Participation at relevant meetings, conferences and seminars</li> <li>• Engagement with consumer representatives</li> </ul>	<ul style="list-style-type: none"> <li>• Impact factor/citation counts of published articles</li> <li>• Number and quality of published articles and conference presentations</li> <li>• Attendance of and participation at local, national, and international scientific meetings</li> </ul>

<b>Leadership and Team Membership</b>	10	<ul style="list-style-type: none"> <li>Supervise research students and staff</li> <li>Participate in team meetings, providing constructive feedback on research projects, ideas and presentations of other team members</li> </ul>	<ul style="list-style-type: none"> <li>Expand supervision skills and experience in mentoring students and staff</li> <li>Contribute to other research projects and team activities</li> </ul>	<ul style="list-style-type: none"> <li>Positive feedback from students and staff, chief investigators and collaborators</li> </ul>
<b>Administration</b>	10	<ul style="list-style-type: none"> <li>Prepare and submit annual reports to funding bodies</li> <li>Prepare and submit reports for ongoing conduct of research</li> <li>Attend and provide input into improving institutional platforms and processes</li> </ul>	<ul style="list-style-type: none"> <li>Effective and timely communication with relevant grant, ethics and other administrative bodies</li> </ul>	<ul style="list-style-type: none"> <li>Timely submission of reports</li> <li>Positive feedback from administrating bodies</li> </ul>
<b>ESSENTIAL SKILLS, KNOWLEDGE AND EXPERIENCE:</b>				
<b>Qualifications:</b> what are the minimum educational, technical or professional qualifications required to competently perform role		<ul style="list-style-type: none"> <li>MBBS</li> </ul>		
<b>Skills, Knowledge &amp; Experience:</b>		<ul style="list-style-type: none"> <li>Demonstrated significant experience in undertaking research</li> <li>Demonstrated high-level written and oral communication skills</li> <li>Demonstrated ability to set goals, develop priorities and meet deadlines</li> <li>Demonstrated knowledge of research methodologies</li> <li>Experience in scientific paper preparation</li> <li>Confidence to work independently</li> <li>Supervisory skills</li> <li>Excellent planning and organizational skills</li> <li>Superior interpersonal and communication skills (both written and verbal)</li> <li>Computing literacy</li> </ul>		

**DESIRABLE SKILLS, KNOWLEDGE AND EXPERIENCE:**

**Qualifications:** what are the minimum educational, technical or professional qualifications required to competently perform role

- Good Clinical Practice Course

**Skills, Knowledge & Experience:**

- Emerging track record in relevant field of research including publication in peer-reviewed journals
- Acquisition of peer-reviewed funding

**SCOPE:**

**Financial accountability:** Does this role have accountability for a budget?

No

**People responsibility:** Does this role have any direct reports or indirect reports (through direct reports)?

No. of direct reports

None

No. of indirect reports

None

**ORGANISATIONAL CHART:** (please complete using position titles or insert diagram below)

Next level of supervision

Director  
Telethon Kids  
Institute

Immediate level of supervision

Co-Director  
Children's Diabetes  
Centre

Other roles reporting to immediate supervisor

		Senior Research Fellow			
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Direct reports (role x no.)

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**ADDITIONAL INFORMATION:** is there any additional information that needs to be understood to explain this role?

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