**Position Description – Research Associate in \*\*\*\*\*\*\***

*Updated 25 October 2022*

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| POSITION DETAILS |
| **College** | Choose an item. |
| **Organisational Unit** | **Discipline Area** |
| **Supervisor**  | **Dean, People and Resources (or Delegate)** |
| **Classification** | **Research (Academic) Level A** |
| **Employment Type** | Choose an item.**,** Choose an item. |

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| POSITION SUMMARY |
| The Research Associate will undertake research in [Research Section] under the direction of the Chief Investigator. In working with Chief Investigator and research team, the incumbent will assist in leading the design and execution of the research project. The incumbent may assist in leading students involved in the research Project, according to the University’s policies, practices and standards. |

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| UNIVERSITY EXPECTATIONS AND VALUES |
| All staff at Flinders are responsible for understanding their obligations and responsibilities as set out in the University’s code of conduct and are expected to:* demonstrate commitment to the University’s values of Integrity, Courage, Innovation, Excellence and the underlying ethos of being Student Centred;
* contribute to the efficient and effective functioning of the team or work unit in order to meet the University’s objectives.  This includes demonstrating appropriate and professional workplace behaviours, providing assistance to team members if required and undertaking other key responsibilities or activities as directed by one’s supervisor;
* promote and support an inclusive workplace culture which values diversity and embraces the principles of equal opportunity;
* perform their responsibilities in a manner which reflects and responds to continuous improvement; and
* familiarise themselves and comply with the University’s Work Health and Safety, Injury Management and Equal Opportunity policies.

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| KEY POSITION RESPONSIBILITIES |
| The Research Associate in \*\*\*\*\*\*\*\*\*\*\*\* is accountable for:* Assisting in leading the Project by collaborating with the Project Research Team to successfully deliver project milestones and Key Performance Indicators.
* Contribute to the planning and execution of research by offering new ideas, reviewing relevant literature and other sources of information, actively participating in the production of data and attending seminars, meetings and conferences.
* Contributing to the coordinating, planning and executing the project tasks required to collaborate with industry partners.
* Contributing to ethical, high quality and innovative research and evaluation through activities such as scholarship, quality publication, external grant acquisition and presentations that aligns with the College areas of research strength and focus.
* Assisting principal supervisors with supervision of postgraduate students.
* Establishing and maintaining collaborations within the University, and at State, national and international levels in order to improve research outputs, patents and publications.
* Some out of hours work (including weekends) as well as rural SA, interstate and overseas travel, may be required.
* Any other responsibilities in line with the level of the position as assigned by the Supervisor and/or the University.

*A National Police Certificate which is satisfactory to the University will be required by Flinders University before the successful applicant can commence in this position.* ***Include if deemed a prescribed position:*** *In addition, it is a requirement of this position that the incumbent maintain a current Working With Children Check which is satisfactory to the University in accordance with the Child Safety (Prohibited Persons) Act 2016 (SA).****Include for all NT positions:*** *Northern Territory Government legislation (the Care and Protection of Children Act 2007) now requires all individuals in child related employment or whose duties involve, or are likely to involve, contact with a child, to hold a valid ‘Working with Children Clearance’ (Ochre Card). This position involves child related work and is assessed as requiring a Working with Children Clearance/Ochre Card.**An up to date COVID-19 vaccination may be required as a condition of employment, in accordance with the Flinders University* [*COVID-19 Vaccination Policy (2022)*](https://www.flinders.edu.au/content/dam/documents/staff/policies/health-safety/covid-19-vaccination-policy.pdf)*. If required, any offer of employment will be subject to the successful candidate presenting their COVID-19 Digital Certificate as evidence of vaccination or showing evidence of a valid medical exemption, where relevant.* |

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| KEY POSITION CAPABILITIES |
| * Completion of a PhD in [insert relevant area] or significant progress towards completion of a PhD in {insert relevant area}
* Demonstrated emerging research experience in terms of publications and presentations at a national and/or international level in a relevant field.
* Demonstrated experience in qualitative research methodology.
* Demonstrated ability to deliver project targets on time.
* Demonstrated well-developed interpersonal skills and the capacity to collaborate and engage with diverse stakeholders and industry partners.
* Demonstrated ability to critically review the literature in relevant fields.
* Demonstrated ability to undertake collaborative research and establish and maintain effective relationships with staff and industry.
* Demonstrated excellent oral and written communication skills in an academic environment.
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