Australian National University

Position Description

College/Division:	ANU College of Law, Governance & Policy (CLGP)
Faculty/School/Centre:	National Centre for Epidemiology & Population Health (NCEPH)
Department/Unit:	Centre for Mental Health Research (CMHR)
Position Title:	Senior Research Officer (Lived Experience)
Classification:	ANU Officer Level 8 (Research)
Position No:	44165
Responsible to:	Professor, CMHR
Number of positions that report to this role:	0
Delegation(s) Assigned:	Nil

PURPOSE STATEMENT:

The ANU College of Law, Governance and Public Policy (CLGP) is a progressive and newly established College that brings together four world-leading academic schools dedicated to shaping the future of law, governance, regulation, policy and population health. As part of Australia's leading university, the College fosters excellence in research, teaching, and engagement, driving impactful contributions to national and global challenges. The College provides an intellectually rich community, committed to providing a collaborative and supportive environment for academics, students, and professionals to thrive.

The National Centre for Epidemiology and Population Health (NCEPH) strives to improve the population's mental and physical health through discovery, education, and the translation of research into effective health policy and practice, working on problems in Australia and Internationally. The different nature and focus of the research centres ensure the successful cross-disciplinary approach to population health research, making it an internationally recognised reference for researchers and students.

The Senior Research Officer position is located within the Centre for Mental Health Research and the ALIVE National Centre for Mental Health Research Translation. The role provides comprehensive, high-level support on a diverse range of research activities, including the application of solid knowledge of the discipline and skills to conduct research independently and as part of the research team. The Senior Research Officer will conduct lived experience-led mental health research and capacity-building, using both their lived expertise and research training to implement research projects, train others with lived experience in research principles and methods, and develop new and creative research outcomes.

KEY ACCOUNTABILITY AREAS:

Position Dimension & Relationships:

The Senior Research Officer is responsible to the lead researcher in the design and implementation of research directions, independently applying high level research, analytical and problem-solving skills to meet complex stakeholder and funding requirements within a strong team environment. This will include quantitative, qualitative and mixed methods research, extensive research co-production, co-ordination of outputs and contribution to capacity-building activities and administration. The position would suit someone with strong experience in lived experience research, co-production, implementation science or similar, in a health services, mental health or suicide research context who is comfortable contributing to team projects and leading projects under broad direction to achieve collective goals.

Role Statement:

The Lived Experience Research Unit is staffed by people who openly identify with lived experience of mental health issues and use this expertise to drive research that pushes traditional boundaries. The grant-funded research program will require skills in co-produced research administration; qualitative, quantitative and mixed methods; systematic reviews; and implementation research.

Under broad direction of the program lead, the Senior Research Officer will:

- Work independently to contribute to research design, administration, conduct and analysis that meets team needs within tight, competing deadlines.
- Contribute to high quality, innovative research program outputs including independent drafting of manuscripts, seminars, capacity-building workshops, conference presentations and plain language outputs.
- Coordinate relevant approvals to ensure compliance with regulatory and policy requirements including the ethics approval for the research team as required.
- Pro-actively manage the operational aspects of the relevant research and capacity-building activities to ensure timely and on budget delivery of research and training. This includes monitoring contractual milestones, adhering to reporting requirements, recommending and implementing measures to manage contingencies.
- Contribute to the development of research funding applications.
- Develop and maintain effective communications and relationships with various stakeholders and organisations associated with the research co-production and capacity-building activities.
- Maintain knowledge of national and international research programs and policy environment by participating in internal and external networks.
- Comply with all ANU policies and procedures, in particular those relating to work health and safety and equal opportunity.
- Perform other duties as requested, consistent with the classification level of the position and in line with the principle of multi-skilling.

SELECTION CRITERIA:

1. Postgraduate qualification, or progress towards postgraduate qualifications in mental health or a closely related discipline and demonstrated extensive relevant experience in a research or research support role.
2. Lived experience of mental health issues or suicidal thoughts and/or behaviour, either personally or as a carer, family member or kin, and a demonstrated capacity to use this expertise to drive lived experience research.
3. High and consistent record of intellectual input and achievement in research, including demonstrated experience using quantitative, qualitative and mixed research methodologies, data collection and analysis of complex research data. Research capacity-building experience may be positively regarded.
4. Experience in research administration, including obtaining research ethics approval and managing reporting requirements. Experience in development of funding applications is highly desirable.
5. Demonstrated inclusive, respectful and productive working relationships with research partners and people with lived experience of mental health issues.
6. Proven organisational and project-management skills and attention to detail, with a demonstrated ability to independently prioritise own workload and to work effectively as a part of a diverse team under limited supervision, meet competing deadlines and deliver high-quality outcomes.
7. High level computer skills with demonstrated experience using information systems to generate complex research outputs. Experience in using high-level statistical software (e.g. R, SAS, SPSS), qualitative data management software (e.g. NVivo) and bibliographical managements software (e.g. EndNote).
8. A demonstrated high level of understanding of equal opportunity principles and policies and a commitment to their application in a University context.

The ANU conducts background checks on potential employees, and employment in this position is conditional on satisfactory results in accordance with the Background Checking Procedure which sets out the types of checks required by each type of position.

Supervisor/Delegate Signature:		**Date:**	
Printed Name:		**Uni ID:**	

References:
General Staff Classification Descriptors
Academic Minimum Standards

Australian National University

Pre-Employment Work Environment Report

Position Details

College/Div/Centre	CLGP	Dept/School/Section	NCEPH
Position Title	Senior Research Officer	Classification	ANU Level 8
Position No.	44165	Reference No.	

In accordance with the Work Health and Safety Act 2011 (Cth) the University has a primary duty of care, so far as reasonably practicable, to ensure the health and safety of all staff while they are at work in the University.

- This form must be completed by the supervisor of the advertised position and appended to the back of the Position Description.
- This form is used to advise potential applicants of work environment and health and safety hazards prior to application.
- Once an applicant has been selected for the position they must familiarise themselves with the University WHS Management System via Handbook guidance https://services.anu.edu.au/human-resources/health-safety/whs-management-system-handbook
- The hazards identified below are of generic nature in relation to the position. It is not correlated directly to training required for the specific staff to be engaged. Identification of individual WHS training needs must be in accordance with WHS Local Training Plan and through the WHS induction programs and Performance Development Review Process.
- 'Regular' hazards identified below must be listed as 'Essential' in the Selection Criteria - see ' Employment Medical Procedures' at http://info.anu.edu.au/Policies/_DHR/Procedures/Employment_Medical_Procedures.asp

Potential Hazards

- Please indicate whether the duties associated with appointment will result in exposure to any of the following potential hazards, either as a **regular** or **occasional** part of the duties.

TASK	regular	occasional	TASK	regular	occasional
key boarding	☒	☐	laboratory work	☐	☐
lifting, manual handling	☐	☐	work at heights	☐	☐
repetitive manual tasks	☐	☐	work in confined spaces	☐	☐
Organizing events	☐	☒	noise / vibration	☐	☐
fieldwork & travel	☐	☒	electricity	☐	☐
driving a vehicle	☐	☐			
NON-IONIZING RADIATION			**IONIZING RADIATION**		
solar	☐	☐	gamma, x-rays	☐	☐
ultraviolet	☐	☐	beta particles	☐	☐
infra red	☐	☐	nuclear particles	☐	☐
laser	☐	☐			
radio frequency	☐	☐			
CHEMICALS			**BIOLOGICAL MATERIALS**		
hazardous substances	☐	☐	microbiological materials	☐	☐
allergens	☐	☐	potential biological allergens	☐	☐
cytotoxics	☐	☐	laboratory animals or insects	☐	☐
mutagens/teratogens/ carcinogens	☐	☐	clinical specimens, including blood	☐	☐
pesticides / herbicides	☐	☐	genetically-manipulated specimens	☐	☐
			immunisations	☐	☐

OTHER POTENTIAL HAZARDS (please specify):

Supervisor/Delegate Name:		**Date:**	