



Position Description

Position Title:	GenV Data Linkage Coordinator
Salary Range:	MCRI Professional & Administrative Salaries Level 5 to 6
Reporting Manager:	GenV Data Lead
Direct Reports:	None
Home Group:	Generation Victoria

Children are at the heart of everything we do.

The Murdoch Children's Research Institute (MCRI) is home to significant scientific discoveries. We believe there is an answer, a cure, or a better treatment for every childhood condition – and we are determined to find it.

We are a diverse team of world-leading researchers, doctors, engineers, and hardworking professionals in corporate and scientific services from all corners of the world with one shared goal – to transform child health worldwide.

Our strength lies in our partnership and co-location with The Royal Children's Hospital and the University of Melbourne – the Melbourne Children's Campus. This rare model amplifies opportunities to quickly translate research into clinical care.

At MCRI, you will also find our subsidiary organisation, the Victorian Clinical Genetics Services (VCGS), a specialist childhood, prenatal and adult genetics service. VCGS provides an integrated genetic consultation, counselling, testing and diagnostic support service to children, adults, families, and prospective parents.

Together, we share a powerful vision: re-imagine the future of child health.

What is it like to work for us?

We are committed to ensuring a positive working environment that values all backgrounds and experiences. We cultivate an inclusive culture that is underpinned by equal opportunity for all and a culture based on respect, consideration, and dignity. We are also committed to developing our People and fostering an environment where learning and development is central to our staff reaching their full potential.

About Generation Victoria (GenV)

GenV aims to transform the whole of the State of Victoria into a single dynamic health and solutions platform, breaking down barriers in research in order to solve pressing questions and create tangible actions that can improve the well-being, health and socioeconomic circumstances of children and pre-midlife adults (their parents). One of the world's largest birth cohorts, GenV is open to all 150,000 children born over two full years from Oct 2021 and residing in Victoria, and their parents. Its design comprises consent and long-term follow-up; use of existing data and biosamples, augmented with GenV-specific measurement; and a design to maximise its multi-use potential eg to support trials, registries, place and community, discovery and health services research at the population level. See: www.genv.org.au

GenV is led from the Murdoch Children's Research Institute and is supported by the Paul Ramsay Foundation, the Victorian Government, the Royal Children's Hospital Foundation, and the University of Melbourne.

GenV Data Linkages

Generation Victoria aims to create a state-of-the-art data asset available for observational and interventional research, to improve the future well-being and health of children and adults. In accordance with its low-burden principle, GenV expects that it will access much of its consented research data from existing (1) administrative datasets, (2) clinical/service delivery records and (3) other data sources such as geographic datasets.

GenV has prioritised enduring data linkage with datasets most pertinent to children and their parents and with universal coverage. We work with data custodians and data linkage authorities (including the Centre for Victorian Data Linkage, the Department of Health and Aged Care and the Australian Bureau of Statistics, EPA Victoria and others) and experts in data linkage domains to implement GenV's Data Linkage Strategy and associated workplan.

Position Overview

This position will help influence and implement a data linkage plan for one of Australia's most important research initiatives to improve child and adult well-being, health and life circumstances locally and internationally. This expert professional will be a self-starter with a can-do attitude who stays focused on priorities to deliver outcomes.

GenV is seeking an experienced data linkage coordinator for its Data Governance and Analytics team, who possesses excellent communication and stakeholder engagement skills. The role involves:

1. Supporting the Data Linkage Team by engaging and coordinating interactions with data linkage agencies, data custodians, and data owners to manage various on-going data linkage activities.
2. Assisting GenV's research collaborators by overseeing the technical and research aspects of project governance related to data linkage activities.
3. Implementing GenV's Data Linkage Strategy and work plan according to prioritised timelines and agreed-upon methodology.

Key Accountabilities

- Facilitate and coordinate activities to link GenV to administrative, clinical, biosamples, geospatial and built environment datasets within the specified timeframe.
- Monitor diverse requests for information, meetings, access, and timeframe for action.
- Provide a high-quality first point of contact with GenV Data Governance and Analytics team, project managers, data custodians, and State/Commonwealth data linkage units to complete requirements, consultation processes, seek access approval.
- Establish project management plans, protocols, and ongoing project monitoring. Assist with ethics applications and privacy impact assessments.
- Prepare high-quality documentation of the linkage processes/protocols, methodology, and results to aid interpretation and assessment (including linkage methodology, representativeness, accuracy, consistency, etc.) of linked datasets for researchers.
- Perform data management activities to support data linkage projects. This includes data extraction based on inclusion/exclusion criteria, standardizing information, enacting the separation principle, encrypting data, and ensuring secure data transfers.
- Drive initiatives with cross-functional teams (MCRI Privacy, Legal, Ethics, Data Office, GenV Platform, and Operations, etc.) to manage expectations of linked data projects.
- Undertake other data-related activities as required and reasonable.

Selection Criteria

Essential

- High quality tertiary qualification (minimum: Honours/Masters) in a relevant discipline (e.g., health informatics, statistics, data science, epidemiology, public health), as evidenced by academic transcripts
- Strong quantitative skills with management, curation and analysis of health and epidemiologic data
- Understand data linkage and data management principles and their application in large-scale research
- Familiarity with the data linkage landscape at services, State and Federal levels
- Highly developed interpersonal skills with a demonstrated ability to build strong stakeholder relationships
- Highly developed written and verbal communication, time management and multitasking skills
- Ability to work independently while also working constructively within a team environment
- Proven ability to influence others and facilitate reaching consensus among a range of different stakeholders of different backgrounds and within different sectors

Desirable

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- Experience working with data linkage (Longitudinal Studies, data linkage authorities, PHRN etc)
 - Experience working on complex data projects with a data linkage component
 - Understanding of privacy legislation, data sharing principles relevant to the secondary use of data, including sensitive and health related information
 - Familiarity with data management workflow to collect, store, maintain and prepare data
 - Familiarity with child and family health and development
 - Experience in project management or coordination
 - Experience in engaging with and collaborating with government personnel
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Conditions of Employment

- Working with Children & National Police Clearance (if appointed) in compliance with the Victorian Governments Child Safety Standards
 - The right to reside and work in Australia and you meeting any applicable visa conditions
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Health, Safety & Wellbeing

- We are committed to providing and maintaining a working environment which protects the health, safety and wellbeing of our people, partners and the community.
 - Employees conducting duties on behalf of MCRI are expected to meet the environment, health and wellbeing requirements and responsibilities specifically required for the role.
 - We are committed to supporting children in their right to be safe and adhere to the responsibilities we have to ensure their protection and safety as per the Child Safety Standards Policy.
 - Specified positions may be subject to medical review to ensure that the inherent requirements of the role can be undertaken safely.
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As MCRI evolves to meet its changing strategic and operational needs and objectives, so will the roles required of its employees. As such, this document is not intended to represent the position which the occupant will perform in perpetuity. This position description is intended to provide an overall view of the incumbent's role as at the date of this statement.