

Position Description

Position Title:	Research Assistant
Salary Range:	MCRI Research Salaries - Level A Step 1-5
Reporting Manager:	Professor Michael Cheung
Direct Reports:	None
Home Group:	Heart

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.

Position Overview

This new role supports an exciting initiative to understand the neurodevelopmental needs of patients with Childhood Onset Heart Disease with a view to co-designing a new model of care to support families. In spite of broad understanding of the importance of these issues across the lifespan, the provision of neurodevelopmental care and combined support for child and parent mental health support is piecemeal, fragmented and does not meet CoHD patients' needs.

The role will play a central role in a study funded to characterise the needs of Victorian children and will include stakeholders from Royal Children's Hospital and regional partners. The role will work with a multidisciplinary team to

understand unmet needs, including learning from the experience of families of children with CoHD who have participated in the COCOON model of care as an inpatient, through to ongoing follow-up across childhood.

Key Accountabilities

- Support study investigators to build surveys in RedCap, complete ethics applications, design interview schedules for focus groups/interviews, conduct focus groups and interviews
 - Conduct statistical analysis of survey data
 - Complete analysis of focus group and interview data (including transcription, coding, analysis using qualitative methodology)
 - Organise stakeholder engagement meetings and activities
 - Generate reports for funding meetings, as required
 - Contribute to evidence briefs, data summaries, and publications
 - Administrative support for the team's study activities
 - Conducts ethical research at the highest level of integrity and in line with the Australian Code for Responsible Conduct of Research and MCRI policies
 - Assists and contributes to data generation for research and publications
 - Works to improve skill base in research productivity and methodology
 - Assists in high calibre, competitive research
 - Follows standard operating procedures, study protocols and study guidelines
 - Continuous maintenance of neat and orderly records, lab books and data storage
 - Understands and follows field work guidelines GCP / ICH
 - Fosters relationships with key internal and external stakeholders
 - Is engaged in the campus culture including professional development activities and attending internal/external campus conferences and seminars
 - Is aware of, and adheres to, MCRI policy on Intellectual Property/Material Transfer Agreements/Contracts/Clinical and Public Health Outcomes
-

Selection Criteria

What we need from you

- Honours/Masters qualification in Science or related discipline (for example, but not limited to Psychology, Public Health)
- Appropriate level of expertise gained from a combination of experience, training or professional accreditation
- Demonstrated capacity to work independently and collaboratively in a team environment
- Excellent time management, organisational and analytical problem-solving skills
- Demonstrated excellent verbal and written communication skills
- Demonstrated computer skills, including spreadsheets, database programs, statistics and word processing
- Demonstrated understanding of a range of research methodologies and their application in empirical research
- Demonstrated ability to work authentically with people with lived and living experience of chronic illness / mental health challenges
- A passion to improve care for children and their families to optimise neurodevelopmental outcomes

What skills you will bring to us

- Experience in conducting qualitative analyses
 - Training and experience in quantitative analysis
 - Knowledge of codesign principles as they apply to research
 - Excellent ability to meet project deliverables / deadlines
 - Proactive approach to maintaining progress in the face of barriers
-

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
-

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
-

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.