

## POSITION DESCRIPTION:

### SECTION A: Position Context

|                 |   |
|-----------------|---|
| Position Title  | Epidemiology and Surveillance Research Officer          |
| Position Number |   |
| Classification  | Level A Research Officer (RA3 \$71, 571 – RA8 \$87,163) |
| Location        | 85 Commercial Road Melbourne                            |
| Effective Date  | 1 November 2018   |

### Purpose:

The Epidemiology and Surveillance Research Officer will play an important and active role in a newly-funded 3-year project that aims to deliver critical research expertise to strengthen surveillance and health system responsiveness by bringing together a consortium from across Australia and Papua New Guinea (PNG) to build capacity and develop policy options in PNG. The project will generate evidence on the implementation of rapid-response models of genomics-informed surveillance strategies for malaria and other vector-borne diseases (VBDs) as well as the feasibility, acceptability and cost implications of new policy options for health system strengthening. This position would suit a talented and highly motivated early career researcher with experience in infectious disease epidemiology and/or surveillance.

You will be responsible for liaising and engaging with relevant consortium partners and others to ensure technical oversight project activities and information flow that can support all of the project aims. As such, a level of individual autonomy will be granted to the position. Key technical oversight is also necessary and will be provided by the research investigators on the project.

This position necessitates management of multiple ongoing working relationships, primarily facilitating close partnership with consortium partners and regular interaction with all representatives will be crucial to executing the position's key responsibilities. Consistent collaboration with representatives from numerous technical and project partners and effective communication with the technical team and various other project teams will be essential.

This position requires regular travel to PNG.

### Supervision Reporting Relationships:

|   |                    |
|---|--------------------|
| <u>This</u> positions' supervisor/manager         | Dr Leanne Robinson |
| Other positions reporting to <u>this</u> position | N/A                |

### SECTION B: Key Responsibility Areas

The key responsibility areas (KRAs) are the major outputs for which the position is responsible and are not a comprehensive statement of the position activities.

| Key Responsibility Areas |  |   |
|--------------------------|--|---|
| 1.                       | <b>Implementation Research</b>             | <p>Directly oversee the development, implementation and integration of all project activities, including protocol preparation, operational planning and implementation, supporting field staff, compliance with regulatory requirements, data management and analysis/reporting.</p> <p>Closely liaise with Dr Robinson and all in-country CIs to support surveillance and response capacity together with colleagues in the malaria control and surveillance program at the PNG National Department of Health, PNG Central Public Health Laboratory and PNG Institute of Medical Research.</p> |
| 2.                       | <b>Data Analysis</b>                       | <p>Oversee the implementation of quality data management systems and conduct independent epidemiological analysis and reporting.</p> <p>Provide ongoing technical advice on use of relevant data by counselling on best strategies identified by the reported data, including support of protocol designs and extended research projects</p>  |
| 3.                       | <b>Training and capacity strengthening</b> | <p>Directly support capacity building through technical mentorship, direct training and systems support in relevant areas.</p> <p>Conduct training workshops on geo-spatial mapping, spatial decision support systems, epidemiological data analysis and report generation.</p> <p>Directly oversee the integration of this training and capacity into the program by in-country project</p>  |

| Key Responsibility Areas |   |   |
|--------------------------|---|---|
|                          |   | partners.   |
| 4.                       | <b>Engagement and communication</b>     | Maintain strong and productive relationships with Project partners and other key stakeholders.<br>Contribute to analysis and preparation of reports and publications for dissemination.   |
| 5.                       | <b>Occupational Health &amp; Safety</b> | The Burnet Institute has a commitment to providing a safe and healthy workplace in accordance with the Occupational Health and Safety Act 2004. All staff are obliged to take all reasonable care to ensure that their actions do not place themselves or others at risk. Refer to the "Burnet OHS responsibilities and roles" document for full details on specific OHS obligations and responsibilities of Employees. |
| 6.                       | <b>Training</b>                         | Responsible for completing all required training in line with the position / role.  |

## SECTION C: Key Selection Criteria

| Qualifications |   | Essential/<br>Preferable |
|----------------|---|--------------------------|
|                | Recognised Postgraduate qualification (Masters or PhD) relevant to the field of epidemiological research and/or public health | Essential                |

| Experience / Knowledge / Attributes |   | Essential/<br>Preferable |
|-------------------------------------|---|--------------------------|
| 1.                                  | Demonstrated experience in collecting, analysing and interpreting a range of quantitative data  | Essential                |
| 2.                                  | Experience in the analysis and interpretation of complex and/or large data sets, including linked administrative health data  | Essential                |
| 3.                                  | Proficiency in one or more statistical packages   | Essential                |
| 4.                                  | Highly developed oral and written communication skills  | Essential                |
| 5.                                  | Experience in undertaking research in a cross-cultural context  | Essential                |
| 6.                                  | Robust track record of publishing and presenting research results, relative to opportunity  | Essential                |
| 7.                                  | Demonstrated ability to work as an effective member of a team   | Essential                |
| 8.                                  | Demonstrated interest in public health research in a development context  | Essential                |
| 9.                                  | Demonstrated ability to act with sound judgement, sensitivity, and flexibility, and to exercise initiative in adapting preferred approaches when and where required | Essential                |
| 10.                                 | Willingness and ability to spend extended periods of time living and working in an international development setting  | Essential                |
| 11.                                 | Demonstrated experience in malaria and malaria surveillance activities  | Preferable               |

## Other Requirements

The Burnet Institute is a child safe organisation. The incumbent of this position may be required to undergo a Police Check or Working with Children Check as a condition of their employment.

## SECTION D: Burnet Overview

Burnet Institute is a leading Australian medical research and public health organisation focused on achieving better health for vulnerable communities in Australia and internationally by accelerating the translation of research, discovery and evidence into sustainable health solutions. The Institute is headquartered in Melbourne with programs that operate across Asia, the Pacific and in Africa.

Burnet's culture links innovative discovery-oriented research and implementation research with development and humanitarian action. World-class laboratory and field-based research is integrated into multidisciplinary programs aimed at the prevention, detection and treatment of diseases of global significance. This unique approach allows the Institute to make a tangible and sustainable impact on health in both developed and developing countries.

The Institute has three major thematic programs – Disease Elimination, Behaviours and Health Risk, and Maternal and Child Health, and two expansion programs – Healthy Ageing and Health Security. Staff within these Programs are supported by cross-cutting communities of practice; the disciplines of Life Sciences, Public Health and International Development.

### Further Information:

For further information, please contact Dr Leanne Robinson: [leanne.robinson@burnet.edu.au](mailto:leanne.robinson@burnet.edu.au).