

## POSITION DESCRIPTION:

### SECTION A: Position Context

Position Title	Infectious Diseases Specialist
Position Number	
Discipline	International Development
Working Group	TB Elimination and Implementation Science
Classification	Level B (SRO)
Location	Burnet Institute headquarters (Melbourne) with regular international travel (up to 30% of time)
Effective Date	January 2020
Duration	2 years with the possibility of extension

### Purpose:

The Infectious Diseases Specialist is a member of the Tuberculosis Elimination and Implementation Science Working Group and will deliver research, public health and development activities to achieve Burnet's mission and strategic objectives. The position will primarily be focussed on clinical and technical implementation support to the PRIME-TB (Papua New Guinea and the Republic of Indonesia for the Micro-elimination of TB) project with a focus on Papua New Guinea.

The position is based in Melbourne, with international travel.

### Supervision Reporting Relationships:

<u>This</u> positions' supervisor/manager	Tuberculosis Elimination and Implementation Science Working Group Head
Other positions reporting to <u>this</u> position	Nil

### 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>Effective delivery of activities</b>	<p>The ID specialist will deliver inputs in specific TB working group (WG) activities, under the guidance of activity leads and managers</p> <ul style="list-style-type: none"> <li>• Provide technical support to training, implementation, model of care, monitoring and evaluation and program planning</li> <li>• Develop tools, guidelines, education and training materials and policy briefs relevant to projects</li> <li>• Support clinical advice (telemedicine), case discussions as part of a mentoring team</li> <li>• Conduct literature reviews, policy analysis and prepare discussion or option papers to inform strategy or delivery of activities</li> </ul>

Key Responsibility Areas		
		<ul style="list-style-type: none"> <li>Co-ordinate implementation research with a focus on TB diagnostics, as required</li> <li>Publish and present research and work in journals, prepare reports for relevant governments and other key stakeholders and present at conferences and workshops.</li> <li>Support dissemination of activities and outputs including media, communications and presentations with the support of the communications team.</li> <li>Undertake regular support and monitoring visits to international projects, as required, to assist with implementation (up to 30% of time)</li> </ul>
2.	<b>People Management</b>	<ul style="list-style-type: none"> <li>Support the activity leader in the management of field team members (such as medical, laboratory and research staff) as required</li> </ul>
3.	<b>Working group</b>	<ul style="list-style-type: none"> <li>Contribute actively to a technical team, providing leadership on matters of relevant expertise</li> <li>Continuously develop research, public health, and development excellence and innovation within the group</li> <li>Initiate, support and participate in operational research as needed, aligned with WG strategy</li> <li>Establish and enhance strong relationships with key project stakeholders, including development partners and other implementing agencies.</li> <li>Contributing to the documentation and advocacy functions of the working group</li> </ul>
4.	<b>Occupational Health &amp; Safety</b>	Refer to the "Burnet OHS responsibilities and roles" document for full details on specific OHS obligations and responsibilities of Employees
5.	<b>Training</b>	Responsible for completing all required training in line with the position / role.

### Occupational Health and Safety

The Burnet 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.

## SECTION C: Key Selection Criteria

Qualifications		
	Qualifications as a medical doctor (MBBS or equivalent)	Essential
	A specialist qualification in adults or paediatric infectious diseases (FRACP, FRCP or equivalent)	Preferable
	An additional qualification in global / public health or tropical medicine	Preferable

Experience / Knowledge / Attributes		
1.	Significant experience in the clinical and programmatic management of tuberculosis and drug-resistant tuberculosis including field experience in resource-constrained settings	Essential
2.	Demonstrated experience in working in clinical training, mentoring and capacity development of health workers	Essential
3.	Strong communication and interpersonal skills with fluency in English	Essential
4.	Strong writing skills (in English) with experience in protocols or guidelines, report writing or publications	Essential

5.	Demonstrated ability to work as part of a team in a cross-cultural setting, including with remote team members	Essential
6.	Demonstrated capacity to work independently exercising sound judgement, decision-making, analytical and problem-solving skills.	Essential
7.	A willingness to travel internationally (up to 14 weeks per year)	Essential
8.	Experience in working in PNG or the pacific	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 Nova Wilks, Project Manager, Burnet Institute: [nova.wilks@burnet.edu.au](mailto:nova.wilks@burnet.edu.au)