



Vision

We will beat cancer

Statement of purpose

To lead, empower and mobilise the community to beat cancer

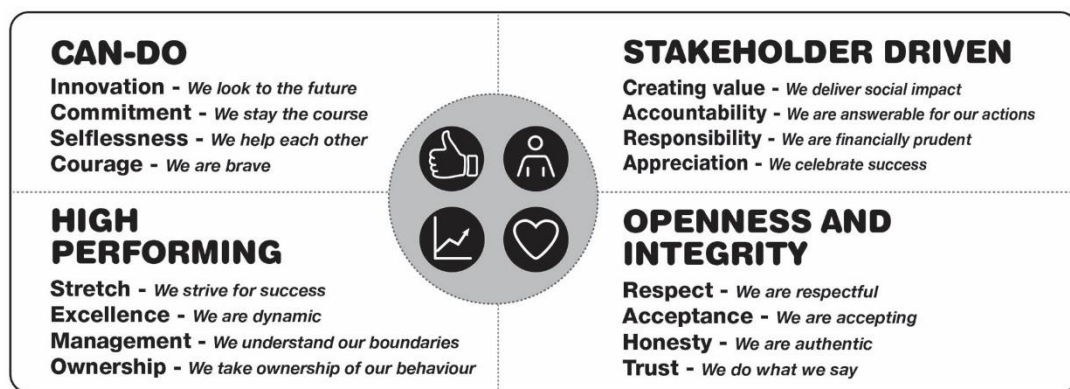
Position description and person specification

Position title:	Researcher		
Position number:	A221		
Unit:	Services, Research & Public Policy		
Department:	Cancer Support/Cancer Prevention		
Location:	202 Greenhill Rd, Eastwood		
Manager:	Department Manager		
Grade:	3	Employment:	Full time
Last updated:	Jan 2017	By whom:	Alana Sparrow

About Cancer Council SA

- has worked resolutely since 1928 to defeat cancer in this state
- is the state's leading independent, cancer-related non-government organisation, dedicated to reducing the impact of cancer for all South Australians
- invests in three main strategic objectives research, cancer prevention and cancer support
- is uniquely positioned as a resource for action and a voice for change in the fight against cancer
- is committed to The National Principles of Volunteer Involvement and Management
- maintains a non-smoking workplace and provides assistance with quitting
- requires employees and volunteers to promote cancer-preventing healthy lifestyle practices and behaviours, as outlined in organisational policies.

Our core values are represented by 16 value statements that encapsulate 16 behaviours – they are grouped into four headline attitudes:



Unit role and objectives

Services, Research & Public Policy is the team which delivers our comprehensive strategies aimed at reducing the impact of cancer. These include strategies to prevent cancer from occurring, population screening to detect cancer and pre-cancerous lesions as early as possible, treatment, cancer support, palliation, research, advocacy and public policy. The Services, Research & Public Policy teams undertake a range of Research activities to reduce the impact of cancer by ensuring we have the best available evidence to inform our services and activities.

This research role sits within the Services, Research and Public Policy Unit (but receives support and technical supervision from the Cancer Research Coordinator), which is responsible for a range of programs to advance the provision of supportive care for people affected by cancer and programs to minimise the risk of cancer and prevent prevalence.

Position overview

Lead research and evaluation activities in the area of Services, Research and Public Policy including:

- Evaluating cancer control strategies, programs and services.
- Monitoring population trends in cancer-related beliefs, attitudes and behaviours.
- Providing advice and support in developing evaluation plans and building capacity in Cancer Council SA staff.
- the design and implementation of research projects, the collection and analyses of data and reporting of findings, including, where appropriate, publication in peer reviewed journals
- providing supervision to evaluation officers, advising on political, ethical and statistical issues
- where qualified, assisting with the supervision of higher degree students to undertake research projects of relevance to cancer support
- where relevant, applying for additional external funding
- Provide high-level advice on scientific evidence and evaluation outcomes in cancer support and survivorship to inform strategic drivers and research activities to reduce the impact of cancer.

Reporting relationships

The position reports to: Relevant Department Manager

Number of staff reporting to position: Varies depending on activities

Key accountabilities (outcome based)

- Identifying areas of priority within support for evaluation and research at Cancer Council SA and negotiating the plan with the Cancer Research Coordinator and Department Manager
- providing high level advice and expertise on research methods, statistics, ethics and politics to relevant Research staff
- ensuring the accuracy, quality and timeliness of evaluation and research projects and reports
- Providing support to staff when they consult with internal and external staff on evaluation issues, advocate for comprehensive and rigorous evaluation and provide consultancy to external project staff from time-to-time.
- Develop and lead applied research projects which inform the development of cancer support and prevention and identify emerging areas of need.
- Where applicable, drive the production of peer reviewed publications and scientific presentations in support and survivorship by ensuring the majority of research and evaluation activities are of publication standard and where necessary working collaboratively with Evaluation Officers to assist them in publishing their work.

- Conduct rigorous statistical and qualitative analyses of research data.
- Be familiar with the scientific literature appropriate to cancer support and behavioural theory to maintain the team's standard of knowledge and capacity to advise and lead others.
- Develop and maintain productive relationships with South Australian Government departments; Universities; community agencies and other relevant agencies to promote evidence based policy and programs in cancer control in South Australia.
- Represent Cancer Council SA on external committees, by negotiation (e.g. ministerial advisory committees, project steering committees).
- Participate in internal committees, as required.

Protect your own health and safety and that of others by:

- Comply with, and actively contribute to the development of, organisational policy and safety systems.

Special conditions

Some out-of-hours work and interstate travel may be required.

Person specification (knowledge, skills and experience)

- Postgraduate qualifications in behavioural science or relevant discipline (essential).
- Experience managing multiple research and/or evaluation projects.
- Substantial skills and experience in research evaluation design and implementation, qualitative and quantitative research methods, statistical methods and packages.
- Knowledge of and ability to apply behavioural theory and the scientific literature relevant to cancer support and prevention.
- Written and oral communication skills for report/publication preparation, grant proposal preparation and scientific presentations, and for providing strategic advice to Cancer Council SA, the South Australian Government and committees.
- Negotiation skills for liaising with internal and external agencies which often have competing needs.
- Credibility and interpersonal skills to 'translate' research and evaluation findings in a relevant and meaningful way and to promote evidence-based programs and policy.
- High level of computer literacy for database management, statistical analyses, report publication and presentation preparation.
- Skills and experience in giving oral presentations and writing for a range of audiences from project staff to scientific and academic forums, including peer-reviewed journals.
- Self-motivation and adaptability to work without supervision.
- Experience, knowledge and interest in public health or cancer control.

Signatories

Incumbent name:

Signature:

Date:

Manager name:

Signature:

Date: