

## MEMBERSHIP BENEFITS, CRITERIA and EXPECTATIONS

This document sets out the benefits of being a member of Menzies Health Institute Queensland (MHIQ), the different membership levels, the criteria that are considered when applying to be a member, how to apply to be a member, and the expectations of members.

### Benefits of being a MHIQ Member

- Strategic investment opportunities for major research initiatives \*\*
- Esteem from being associated with a Nationally branded research institute
- Opportunities to be part of a wider research group that provides mentorship (both upwards and downwards)
- Internal grants to support research activities \*\*
- Peer review for research grant applications
- Administrative support for grant applications (e.g. NHMRC, ARC)
- Priority access to biostatistics support \*
- Training opportunities to enhance skills
- Highlighting of our leading researchers and their impact

\* priority will be given to full members, but all members are supported

\*\* full members only



### Expectations of MHIQ members

#### All members:

- Research integrity is paramount
  - All members are required to be familiar with Griffith's policy on research integrity and the NHMRC 2018 Australian Code for the Responsible Conduct of Research
    - <https://www.griffith.edu.au/research/research-services/research-ethics-integrity/research-integrity>
    - <https://www.nhmrc.gov.au/research-policy/research-integrity/2018-australian-code-responsible-conduct-research>
- All members are expected to uphold our values of collaboration, excellence, innovation and social responsibility
- Identification of MHIQ as the member's affiliation is expected on all publications, email footers, grant applications, presentations, media releases, social media, etc.
- Group Leaders should consult with the School supervisor of each Full member at the member's annual ASCD. Full members not fulfilling expectations in the previous 12 months are likely to be down-graded to Associate members. These criteria and expectations are all relative to opportunity.

## **Eligibility criteria for MHIQ membership**

### **Essential**

All members must belong to a Centre or group in one of the four Programs within MHIQ. Eligibility criteria have been developed to accommodate the diverse breadth of disciplines in MHIQ and also to set minimum standards and expectations that apply to all members. MHIQ seeks to support exceptional staff who are highly active and successful in research.

### **Full members**

Membership is assessed by the group leader and Program Director based on the following criteria, commensurate with their level and relative to opportunity:

- Must have a PhD
- Employed on the academic scale at level B or above
- Must have at least a 40% research component in their staff profile
  - Senior staff with substantive management roles will be considered on a case by case basis
- Excellence in quality of research outputs
- Contribution to the research income of the Research group / Centre
- Capacity of the Research group / Centre to mentor and support the member

Full members are expected to attract research income commensurate with their level and research component in their staff profile.

- Research-intensive and research-only staff should attract sufficient income from external HERDC reportable sources (grants, tenders/consultancies and/or philanthropic donations) to cover their salary and more.
- Staff with research profiles between 40%-70% should attract at least 50% of their salary from external sources (i.e. HERDC reportable income).

Ideally, Full members will hold, or have a clear plan and timeline to apply for, a Fellowship.

Full members should be a principal supervisor of HDR students and publish research articles and/or commercial consultancy reports commensurate with their research work profile and academic level.

### **Minimum standards for full members:**

- Research Fellow (RF2) / Level B staff:
  - participate as a CI on nationally competitive grant applications, tenders and/or generation of philanthropic funds
  - 3-year average HERDC reportable income of at least \$75,000 annually (\$125,000 for research-intensive staff)
  - Associate or Principal supervisor for 2 current HDR students
- Senior Research Fellow / Level C staff:
  - participate as a CI on nationally competitive grant applications, tenders and/or generation of philanthropic funds
  - 3-year average HERDC reportable income of at least \$85,000 annually (\$150,000 for research-intensive staff) towards their salary
  - Principal supervisor for 3 current HDR students
- Principal Research Fellow / Associate Professor (Level D) staff:
  - participate as a CI on nationally competitive grant applications, tenders and/or generation of philanthropic funds
  - lead at least one nationally competitive grant application or major tender annually

- 3-year average HERDC reportable income of at least \$100,000 annually (\$200,000 for research-intensive staff)
- Principal supervisor for 3 current HDR students
- Professor (Level E) staff:
  - participate as a CI on nationally competitive grant applications, tenders and/or generation of philanthropic funds
  - lead at least one nationally competitive grant application or major tender annually
  - 3-year average HERDC reportable income of at least \$125,000 annually (\$250,000 for research-intensive staff)
  - Principal supervisor for 4 current HDR students

## **Associate members**

Associate membership is available to academic staff who do not currently meet the criteria for Full membership, and for non-academic staff such as research assistants and project managers. The research of Associate members must be closely aligned with an existing Research Group.

### **Minimum standards for Associate members – academic staff:**

- must have a PhD
- must be working towards qualifying as Full member
- must have a mentor who is a Full Member of the Research Group
- have a career development plan including a plan for developing and leading grant applications and Fellowships
- actively contribute to the Research Group.

Associate members are expected to be supervising HDR students (either as principal or Associate supervisor) and publish research articles and/or commercial consultancy reports commensurate with their research work profile and academic level.

### **Minimum standards for Associate members – non-academic staff:**

- co-author at least one publication or major report annually

Non-Academic members, such as project managers and research assistants, may be authors on papers, could deliver conference presentations, may even be listed as an Associate Investigator on grants or tenders but who have no desire to lead their own research or work towards qualifying as a Full member.

## **Adjunct members**

All adjunct members must share a research interest and collaborate with a full member of MHIQ, and be aligned to that full members research group/Centre.

### **Minimum standards for Adjunct members:**

- must have plans for further joint research activity
- expected to facilitate collaboration within their industry (clinical settings or otherwise)
- co-author at least one publication or major report annually

Adjunct members must be appointed according to the University's procedures for adjunct or honorary appointments.

<https://policies.griffith.edu.au/pdf/Adjunct%20Honorary%20and%20Visiting%20Appointments%20Policy%20and%20Procedure.pdf>

**HDR students** will be a member if their principal supervisor is a member within MHIQ. HDR students are not required to submit an application. (HDR student membership is updated regularly as per current enrolment records). HDR students within MHIQ might benefit from additional training workshops to increase their breadth and depth of enhance skills, be invited to attend seminars, and be sponsored for a Post-Doctoral Fellowship.

## **Application process**

Please read the MHIQ membership criteria and the expectations of MHIQ members in this document before completing your application.

Application forms can be obtained from

[https://bblearn.griffith.edu.au/webapps/blackboard/content/listContentEditable.jsp?content\\_id= 3293242\\_1&course\\_id= 54041\\_1&mode=reset](https://bblearn.griffith.edu.au/webapps/blackboard/content/listContentEditable.jsp?content_id= 3293242_1&course_id= 54041_1&mode=reset)

Send your completed application form and a copy of your brief CV listing publications and grants from the last 10 years to the MHIQ office at [mhiq@griffith.edu.au](mailto:mhiq@griffith.edu.au) or mail to Menzies Health Institute Queensland, G40\_8.86, Gold Coast campus, Parklands Drive, Southport QLD 4222.

To progress an application for a renewal or a new MHIQ adjunct appointment, administrative staff will seek to obtain the approval of the relevant Program Director. Your application will be considered by the MHIQ Director and Leadership Team and you will be notified of the outcome.