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**POSITION DESCRIPTION**

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| **POSITION TITLE** | Research Fellow |
| **POSITION NUMBER** | 000 |
| **POSITION LEVEL** | Research Fellow Grade 1/Grade 2 (RF1/RF2) |
| **GROUP** | <Insert Academic/Administrative Group> |
| **ELEMENT** | <Insert research centre/institute/section of the university> |
| **EMPLOYMENT TYPE** | Full-time or Part-time |
| **EFFECTIVE DATE** |  |

**THE GROUP / DIVISION**

***< Enter a Description about the Academic Group or Administrative Division >***

**THE SCHOOL / DEPARTMENT / CENTRE / ELEMENT**

***< Enter a Description about the School/Department, Research Centre/Institute, or Administrative Element >***

**REPORTING RELATIONSHIPS**

**POSITION OBJECTIVES**

***<Insert a short description on the objectives of the position> i.e.***

The Research Fellow position involves contributing to one of more areas of research within the Centre/Institute.

The Research Fellow will work within the research group of the Director of....

**KEY ACCOUNTABILITIES <DELETE BELOW AS REQUIRED>**

* Conduct laboratory/fieldwork/research (delete as required) that contributes to the research objectives of the Centre/Institute.
* Develop a good publication record (Grade 1) or maintain a good publication record of (Grade 2) in high impact, international, esteemed peer-reviewed journals and to seek competitive funding.
* Contribute to the Institute/Centre’s research projects as appropriate to research skills.
* Contribute to teaching activities as required.
* Manage the preparation and formulation of publications, presentations and research reports arising from the research.
* Assist in mentoring and supervision of higher degree research candidates.
* Supervise Research Assistants and technical staff.
* (Lead and promote) compliance with relevant legislation and University policies and procedures, including research ethics, equity and health & safety, laboratory standards and exhibit good practice in relation to same. (non-supervisory roles would use words such as support, ensure, maintain...)
* Be a leading example of the principles and values embodied in the University’s Code of Conduct, and behave, act, and communicate at all times to reflect fairness, ethics and professionalism.

**FINANCIAL DELEGATION**

***<Use this section only if there is a financial delegation, otherwise can be deleted>***

**SELECTION CRITERIA <DELETE BELOW AS REQUIRED>**

**Essential**

* PhD or equivalent qualifications/work experience in a relevant field
* Demonstrated experience in a specified area of research (Grade 1), or extensive research experience including leadership responsibility (Grade 2).
* Demonstrated high level interpersonal skills as well as verbal and written communication skills.
* Demonstrated ability to obtain competitive research funding for research into ...or related disciplines.
* Development of publication record (Grade 1), or well established track record of publication in esteemed peer-reviewed journals, and/or high quality creative outputs (Grade 2),
* Demonstrated ability to work independently and with minimal supervision to meet competing deadlines, and work effectively as a team member and communicate with a range of stakeholders.
* Experience in the supervision of higher degree research candidates.

**Desirable**

* Ability to conduct collaborative research in multidisciplinary and/or multi-institutional teams and experience in the preparation of competitive research grants.
* Familiarity with quantitative research methods.
* Supervision of graduate students

**BENEFITS AND CONDITIONS**

The following links provide access to information regarding the range of benefits enjoyed by Griffith staff and also key information regarding employment conditions.

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| --- | --- |
| **BENEFITS** | **CONDITIONS** |
| * [Education Assistance for General staff](http://policies.griffith.edu.au/pdf/General%20Staff%20Educational%20Assistance%20Scheme.pdf) * [Health plan](https://www.griffith.edu.au/staff/human-resources/pay-conditions-and-benefits/private-health-insurance) * [Salary Packaging](https://www.griffith.edu.au/staff/human-resources/pay-conditions-and-benefits/salary-packaging) * [Superannuation](https://www.griffith.edu.au/staff/human-resources/pay-conditions-and-benefits/superannuation) | * [Code of Conduct](http://policies.griffith.edu.au/pdf/Code%20of%20Conduct.pdf) * [Academic Staff Enterprise Agreement](https://policies.griffith.edu.au/pdf/Griffith%20University%20Academic%20Staff%20Enterprise%20Agreement%202017%20-%202021.pdf) * [Professional and Support Staff Enterprise Agreement](https://policies.griffith.edu.au/pdf/Griffith%20University%20Professional%20and%20Support%20Staff%20Agreement%202017%20-%202021.pdf) * [Fairwork Australia Information Statement](https://www.fairwork.gov.au/FWISdocs/Fair-Work-Information-Statement.pdf) |

Griffith is committed to diversity and inclusion for people from all backgrounds and identities and committed to the recognition, values and contribution of the First People of this nation.

Griffith offers professional development opportunities to support employees in their career progression and offers an excellent working environment that supports flexible working arrangements.

For more benefits and conditions information please refer to the web link below:

[Griffith University | Pay, conditions and benefits > Employment](https://www.griffith.edu.au/staff/human-resources/pay-conditions-and-benefits)