



Title:	Research Associate		
Work Function:	Research Only	Category:	Research Academic (RA)
Level	ALA		
Date last updated:	September 2016		

1. Purpose of Position

This role contributes primarily to research based activities, either independently or as part of research team.

The incumbent is expected to work with the support and guidance of more senior staff and to develop a research program and deliver research outputs with increasing degrees of autonomy.

2. Accountabilities and Responsibilities may include:

Research

- Contribute to research output, normally as part of a research group.
- Participate in applications for competitive funding.
- Disseminate research findings through seminars, workshops and conferences
- Publish/exhibit in high quality journals/outlets (often in collaboration with colleagues) in manner consistent with disciplinary practice.
- Undertake principal supervision of honours and research masters, and cosupervision of research doctoral supervision where appropriate.
- Undertake administrative functions associated with research activities.

Teaching

- Participate in the delivery of research led educational programs as required by the Head of School.

Service

- Contribute to academic service and leadership, engagement and management within the University
- Contribute to external activities relevant to the discipline/profession and community engagement.
- Foster and promote relationships with professional bodies, industry and affiliated associations, government departments, and the wider community.

Other

- Undertake other activities associated with the organizational area, which the incumbent might reasonably be expected to do, and which are consistent with the specific accountabilities and responsibilities outlined above.
- Engage in appropriate professional development and mentoring programs.

- Model a high standard of professional behaviour consistent with the University Code of Conduct and Vision, Mission and Values.
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3. Compliancy and Legislative Requirements

Occupational Safety and Health

All supervising staff are required to undertake effective health and safety measures to ensure compliance with the Occupational Safety and Health Act 1984 and related legislative requirements.

All staff must comply with requirements of the Occupational Safety and Health Act and all reasonable directives given in relation to health and safety at work, to ensure compliance with University and Legislative health and safety requirements.

Ethics Equity and Social Justice

All staff are responsible for informing themselves of their obligations and responsibilities in relation to Ethics, Equity and Social Justice. In particular, all staff must demonstrate appropriate and professional workplace behaviours in accordance with the University's Values and Code of Conduct.

Staff must familiarise themselves and comply with all other University policies and procedures and legislation relevant to the position.

4. Selection Criteria

Applicants are not required to address each element of the selection criteria, but should provide sufficient information in their application to enable the selection panel to make an informed assessment of their suitability for the role.

Applicants need to consider Curtin's Values and how they apply to the advertised position. Curtin is looking for a demonstrated commitment in their professional and/or personal life to the Values of Curtin which are:

- ***Integrity – to act ethically, honestly and with fairness***
- ***Respect – to listen, value and acknowledge***
- ***Courage – to lead, take responsibility and question***
- ***Excellence – to strive for excellence and distinction***
- ***Impact – to empower, enable and inspire***

Essential

1. Progress towards a doctoral qualification in relevant discipline.
2. Demonstrated relevant subject/discipline knowledge and knowledge and experience in relevant research techniques.
3. Demonstrated competency in a range of qualitative and quantitative research tasks.
4. Emerging research track record/potential to conduct quality research and contribute productively to research teams under supervision.
5. Demonstrated high level organisational skills.
6. Demonstrated high level communication and interpersonal skills with a commitment to the development of a collegial and supportive working environment and the ability to interact with students and staff with cross cultural sensitivity.
7. Demonstrated commitment to applying relevant and applicable policies, procedures and legislation in the day-to-day performance of the functions of this position.

Desirable

1. A doctoral qualification in relevant discipline.
2. Experience of working collaboratively with industry and community engagement.
3. Commitment to quality teaching at undergraduate and postgraduate level.

5. Capabilities and Behaviours (Curtin Leadership Framework)

It is a requirement that staff in leadership roles exhibit and model capabilities and behaviours consistent with the Curtin Leadership Framework (see http://odu.curtin.edu.au/curtin_leadership_framework.cfm). These include:

Managing Self	Leading Others	Leading Innovation & Change	Leading Strategically	Managing Operations
Understanding self & others	Building & leading high performance teams	Thinking creatively & fostering innovation	Thinking strategically & having vision	Managing Curtin resources
Modelling Curtin Values	Developing staff capability	Managing change	Setting goals & objectives	Continuous quality improvement
Managing time and wellbeing	Facilitating participative decision making	Influencing and inspiring others	Thinking analytically to solve problems	Managing complex projects
Building working relationships	Dealing with conflict			
Effective Communication				