

POSITION DESCRIPTION:

SECTION A: Position Context

Position Title	Postdoctoral Fellow
Position Number	
Classification	SRO1 – SRF1 (Academic Level B or C dependant on experience and qualifications)
Location	85 Commercial Road Melbourne
Effective Date	June 2019

Purpose:

The purpose of this position is to help lead the planning, implementation and management of key research projects within the HIV Prevention Program, including those related to implementation science and the trialling of new and emerging HIV prevention strategies.

As part of this role, you will help lead existing and currently funded research projects and work within a collaborative and cross-institute team to support and lead future competitive grant and other funding opportunities in HIV prevention science. The position will sit within the Public Health Discipline but will be expected to also pursue interdisciplinary opportunities into the International Development and Life Science Disciplines at the Burnet Institute. The position will also support the mentorship and supervision of early career researchers and graduate research students in the Public Health Discipline. The position is initially funded for a period of 2 years with the intention of extending this role through future funding applications and allocations as part of the longer-term strategic development of the HIV Prevention Program at Burnet.

Specific research projects include:

- **Pilot studies and program implementation for HIV self-testing:** The recent approval and availability of the first HIV self-testing device in Australia has the potential to promote more frequent HIV testing among those at risk of acquiring HIV and contribute to HIV prevention efforts. Little is known about the best ways to distribute HIV self-tests to optimise coverage and target groups most at need and also to support follow-up care to optimise the sexual health and prevention benefits of HIV self-testing. Beginning with pilot HIV self-testing implementation studies, the Burnet Institute will develop innovative platforms for maximise the distribution of HIV self-tests and the delivery of follow-up care. This work will also include the development and refinement of surveillance systems to monitor uptake of HIV self-tests and evaluate the effectiveness and optimise the impact of HIV self-testing. This work has been earmarked as a major Burnet Institute flagship project within its HIV Elimination Program.
- **ACCESS BBV and STI Surveillance System:** In 2016 the Australian Department of Health funded Burnet Institute in collaboration with the Kirby Institute and NRL to establish a national sentinel surveillance system to monitor indicators for BBVs and STIs and help inform national strategic responses. Known as ACCESS, this system now forms a fundamental component to Australia's national surveillance of BBVs and STIs and offers a key evaluation platform for research projects and broader strategic initiative focused on reducing the burden of BBVs and STIs. ACCESS and an internationally unique system and provides extensive opportunities to generate novel insights and understanding of HIV epidemiology and prevention.
- **Supporting People to Age Well with HIV:** The effectiveness and simplicity of HIV therapies has resulted in an aging population of people living with HIV. There is a need to develop and maintain effective programs to support people to age well with HIV in collaboration with Alfred Health, Positive Living Victoria, Thorne Harbour Health and La Trobe University, the Burnet Institute is leading a

three-year project to develop, implement and refine an online platform to support the psychosocial and health needs of older people living with HIV. This study will work closely with community to create a platform that meets of people aging with HIV and that can be efficiently sustained by community and clinical partners beyond the life of the project. The project adopts an iterative refinement/implementation science approach to program development and includes funding to support a PhD student in the testing, implementation and evaluation of its effectiveness.

- **Pilot and Phase 1 trial of a new condom technology:** In collaboration with Swinburne University, University of Wollongong and Eudaemon Technologies, the Burnet Institute is leading a pilot study and Phase 1 trial to assess the safety, tolerance and acceptability of an innovative hydrogel-based condom. The pilot study will be conducted in Melbourne and the Phase 1 trial will be conducted in both Melbourne and United States with the intention of informing the development of Pivotal Trials for FDA and TGA approvals.

The Postdoctoral Fellow will be responsible for providing oversight and leadership to the implementation of existing studies, including day-to-day management of study staff and stakeholder/partner engagement to ensure milestones and timelines are met and to support translational and operational research outcomes. The role will also involve leadership and collaboration on future grant application to strategically grow the HIV Prevention Program and other related Programs at the Burnet Institute. Participation in the wider activities of the Disease Elimination Program more broadly is expected.

This is an exciting opportunity to join a vibrant and cross-disciplinary team delivering cutting edge research and program implementations in HIV and other BBV and STI prevention. The role will benefit from supervision and mentorship from senior Burnet Institute staff and significant career development opportunities, including opportunities for competitive career support funding.

Supervision Reporting Relationships:

This positions' supervisor/manager	Professor Mark Stoové
Other key management relationships	Professor Margaret Hellard

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.	<p>Project Management & Research Implementation</p> <ul style="list-style-type: none"> • Directly oversee the development and integration of HIV Research Program activities and assist in the development and management of implementation research studies. • Establish and manage relationships with partner organisations and technical advisors, including regular stakeholder meetings. • Provide follow-up support to partner organisations as required and supervise the work of the project staff/coordinators and manage projects timelines. • Facilitate and lead regularly project meetings and facilitate the communication of milestones and project challenges to study investigators and partners. • Develop and maintain project management plans in consultation with other study investigators. • Ensure maintenance of high scientific and ethical standards, Good Clinical Practice and the projects carried out in ways that safeguard the OHS of staff or students.
2.	<p>Publication and dissemination of research and scientific and strategic leadership</p> <ul style="list-style-type: none"> • Lead and support the writing and publication of peer review manuscripts within the HIV Prevention Program and other Programs, as well as for preparation of conference presentations and other dissemination and research translation activities. • Undertake and supervise statistical and other data analyses for project reports, peer review papers and conference presentations. • Collaborate and lead the development and submission of competitive research grants and other funding applications. • Work with surveillance and evaluation team to facilitate access to data and

Key Responsibility Areas	
	<p>analyses for stakeholders.</p> <ul style="list-style-type: none"> Formally supervise, mentor and support early career researchers and higher degree students at the Burnet Institute. Contribute to the professional development and capacity building of Burnet Institute research staff. Support the strategic development of research and program implementation at the Burnet Institute. Support and pursue opportunities with staff from the International Development and Life Sciences Disciplines at the Burnet Institute to develop and implement cross-disciplinary and “whole-of-institute” research and program implementation activities.
3.	<p>Stakeholder Liaison</p> <ul style="list-style-type: none"> Develop and maintain good relationships with external stakeholders. Represent the Burnet Institute at project meetings with collaborators, external stakeholders and/or funding agencies. Liaise with governments and collaborating and stakeholder institutions, community representatives and clinicians as required. Attend conferences, seminars and forums as requested. Identify appropriate representational opportunities for the Burnet Institute at conferences, seminars and forums.
4.	<p>Occupational Health & Safety</p> <p>Refer to the “Burnet OHS responsibilities and roles” document for full details on specific OHS obligations and responsibilities of Employees.</p>
5.	<p>Training</p> <p>Responsible for completing all required training in line with the position / role.</p>

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	Essential/ Preferable
PhD in epidemiology, clinical trials methods, or related fields and developing track record relative to opportunity in a relevant field	Essential

Experience / Knowledge / Attributes		
1.	Experience in relevant research and related methodologies	Essential
2.	Minimum of 5 years of relevant professional work experience in clinical research, epidemiological field studies, or public health research	Essential
3.	Demonstrated experience in a research / program management role	Essential
4.	Demonstrated capacity to conduct independent research with high quality research outputs including publication and translation into policy or practice.	Essential
5.	A strong background in leading and guiding statistical analyses, including experience in the use of statistical software such as Stata, SAS and R.	Essential
6.	Previous experience with undertaking research in development, implementation and evaluation of evidence-based materials and activities	Essential
7.	Excellent interpersonal and communication skills including and the ability to engage professionally with stakeholders and display empathy and understanding in dealing with marginalised people	Essential
8.	Previous experience leading the development and writing of academic publications	Essential
9.	Demonstrated understanding of ethical principles underpinning research with marginalised	Essential

	populations	
10	Excellent organisational and time management skills, including being able to manage multiple research-related tasks	Essential
11	Experience in the supervision of students undertaking undergraduate and higher degrees	Preferable
12	Experience working in community based settings and with vulnerable and marginalised populations	Preferable
13	Experience in the dissemination of research findings	Preferable
14	Excellent working knowledge of the Microsoft Office suite and other database packages	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 Professor Mark Stoové.