

POSITION DESCRIPTION

Centre for Youth Mental Health
Medicine, Dentistry and Health Sciences

Research Assistant INTEGRATE

POSITION NO	0049063
CLASSIFICATION	Level A
WORK FOCUS CATEGORY	Research Focused
SALARY	\$73,669 – \$99,964 p.a. (pro rata)
SUPERANNUATION	Employer contribution of 9.5%
EMPLOYMENT TYPE	Part-time 0.6 FTE (fixed term) position available for 12 months Fixed term contract type: External Funding
OTHER BENEFITS	http://about.unimelb.edu.au/careers/working/benefits
CURRENT OCCUPANT	Vacant
HOW TO APPLY	Online applications are preferred. Go to http://about.unimelb.edu.au/careers , under 'Job Search and Job Alerts', select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Shelley Baird Tel: 0401 772 657 E-mail: Shelley.Baird@orygen.org.au <i>Please do not send your application to this contact</i>

For information about working for the University of Melbourne, visit our websites:
about.unimelb.edu.au/careers

Position Summary

Orygen is the world's leading research and knowledge translation organisation focusing on mental ill-health in young people.

At Orygen, our leadership and staff work to deliver cutting-edge research, policy development, innovative clinical services, and evidence-based training and education to ensure that there is continuous improvement in the treatments and care provided to young people experiencing mental ill-health.

The Company has three Members: The Colonial Foundation, The University of Melbourne and Melbourne Health.

The University of Melbourne has an agreement with Orygen for designated employees to be made available to undertake activities for Orygen, and this arrangement will apply to you. University employees working at Orygen are required at all times to continue to adhere to University policies, procedures, regulations and statutes, as well as to Orygen policies and procedures (including Orygen's delegations of authority framework which can be found at <http://staff.orygen.org.au/>), but the University's policies and procedures shall prevail in the event of any inconsistency. For the period of participating in activities at Orygen, you will be subject to the reasonable control and direction of Orygen. You consent to the University disclosing to Orygen your personal employment information solely for the purposes of facilitating your secondment to Orygen, and that such disclosure will not be a breach of any of your privacy rights.

A Research Assistant (RA) is required to work on the Integrated Treatment for Young People with Psychological Distress (INTEGRATE) Study at headspace Werribee and Glenroy.

The RA will work on the INTEGRATE study, which aims to test whether a new integrated psychological treatment approach improves mental health difficulties in young people, compared with usual treatment. Young people aged 12-25 will take part in a 16-week intervention period, with follow-up of 12 months.

This position will be responsible for recruiting young people at *headspace* Werribee and Glenroy, conduct and score a range of clinical assessments with participants, maintain regular contact with participants and follow them up over a 12-month period. The RA will be responsible for maintaining study databases capturing participant demographics and assessment scores, and will work closely with and be supported by the Study Coordinator/s and Investigators.

1. Key Responsibilities

1.1 RESEARCH AND RESEARCH SUPPORT

- ▶ Recruitment of participants into the INTEGRATE study
- ▶ Interview participants using a battery of standardised clinical assessment instruments, in accordance with the research protocol.
- ▶ Conduct biochemical assessments, including handling of urine tests, breathalyser and Carbon monoxide breath tests.
- ▶ Assist with the implementation of the study at the Werribee and Glenroy sites, and other sites as required.
- ▶ Collect accurate data and assist with data entry, verification and basic data analysis.

- ▶ Data scoring and data entry are an integral part of the position.
- ▶ Complete regular inter-rater reliability checks.
- ▶ Maintain confidential files and reports.
- ▶ Contribute to the preparation of manuscripts for publication.
- ▶ Participate in broader research team meetings through the presentation of progress reports on the research.
- ▶ Work as part of the project team involving multidisciplinary clinical and research staff.

1.2 LEADERSHIP AND SERVICE

- ▶ Build competence and confidence in presenting the projects, study methods, analysis and results to academic and community audiences.
- ▶ Work collegially as part of the project team involving multidisciplinary clinical and research staff and manage research and clinical relationships.
- ▶ Prepare and present reports for team meetings and study investigators.
- ▶ Attend meetings and associated research events, as required.
- ▶ Undertake other duties as requested by the supervisor and the Chair of CYMH
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 4.

2. Selection Criteria

2.1 ESSENTIAL

- ▶ A postgraduate degree (Honours, Masters or doctoral degree) in the behavioural or social sciences and/or related discipline, with subsequent experience.
- ▶ A strong interest in youth-onset mental disorders and mental health interventions and an understanding of psychiatric diagnoses and disorders.
- ▶ Demonstrated ability to conduct interviews and interact with young people with mental health problems.
- ▶ Demonstrated excellence to adhere to a research study protocol and excellent ability in analysing data, problem solving and maintaining accurate research records.
- ▶ Demonstrated administrative and organisational skills in a research setting including proven ability to function effectively both autonomously and as a member of a multi-disciplinary team.
- ▶ Demonstrated capacity to make original and independent contributions to knowledge and practice in the field of youth mental health.
- ▶ Demonstrated ability to work independently across various sites, involving multidisciplinary stakeholders, and to seek and accept direction when required.
- ▶ Well-developed organisational skills and demonstrated ability to set priorities and meet deadlines

2.2 DESIRABLE

- ▶ Experience working in a mental health setting
- ▶ Ability to contribute to research and experimental design
- ▶ Experience working with adolescents and young adults, and an appreciation of adolescent developmental issues.

2.3 SPECIAL REQUIREMENTS

- ▶ Valid Victorian driver's licence.
- ▶ Unrestricted right to live and work in Australia.
- ▶ OHSE training is essential and is provided by Orygen.
- ▶ This position is based at the Parkville site, however may initially commence work remotely from home.
- ▶ Flexibility to work out of business hours for operational and research purposes
- ▶ Any offer of employment is conditional upon receipt and maintenance of a satisfactory Working with Children's Check and a valid Police Check.

3. *Equal Opportunity, Diversity and Inclusion*

The University is an equal opportunity employer and is committed to providing a workplace free from all forms of unlawful discrimination, harassment, bullying, vilification and victimisation. The University makes decisions on employment, promotion and reward on the basis of merit.

The University is committed to all aspects of equal opportunity, diversity and inclusion in the workplace and to providing all staff, students, contractors, honorary appointees, volunteers and visitors with a safe, respectful and rewarding environment free from all forms of unlawful discrimination, harassment, vilification and victimisation. This commitment is set out in the University's People Strategy 2015-2020 and policies that address diversity and inclusion, equal employment opportunity, discrimination, sexual harassment, bullying and appropriate workplace behaviour. All staff are required to comply with all University policies.

The University values diversity because we recognise that the differences in our people's age, race, ethnicity, culture, gender, nationality, sexual orientation, physical ability and background bring richness to our work environment. Consequently, the People Strategy sets out the strategic aim to drive diversity and inclusion across the University to create an environment where the compounding benefits of a diverse workforce are recognised as vital in our continuous desire to strive for excellence and reach the targets of Growing Esteem.

4. *Occupational Health and Safety (OHS)*

All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct.

OHS responsibilities applicable to positions are published at:

<https://safety.unimelb.edu.au/people/community/responsibilities-of-personnel>

These include general staff responsibilities and those additional responsibilities that apply for Managers and Supervisors and other Personnel.

5. Other Information

5.1 CENTRE FOR YOUTH MENTAL HEALTH

www.cymh.unimelb.edu.au

In January 2009 the University of Melbourne established a new Centre for Youth Mental Health (CYMH) within the Faculty of Medicine Dentistry and Health Sciences, where the academic and professional staff who are provided to Orygen are now based. All NHMRC and ARC Grants to be used for Orygen activities are managed within CYMH.

The creation of this academic and administrative structure reflects the multidisciplinary nature of this field of inquiry and knowledge, and its growing scientific and practical breadth and significance. This is only the fourth such supra-departmental structure to be created in the Faculty and there is no parallel to date anywhere else in Australia.

The Chair of the Centre for Youth Mental Health is Professor Patrick McGorry and the Chief Operating Officer is Mr John Moran. Reporting arrangements are through the University of Melbourne structure with a direct report to Professor Shitij Kapur, Dean of the Faculty.

5.2 ORYGEN

Orygen is the world's leading research and knowledge translation organisation focusing on mental ill-health in young people.

Further information available at <https://www.orygen.org.au/About/About-Us>

5.3 FACULTY OF MEDICINE, DENTISTRY AND HEALTH SCIENCES

www.mdhs.unimelb.edu.au

The Faculty of Medicine, Dentistry & Health Sciences has an enviable research record and is the University of Melbourne's largest faculty in terms of management of financial resources, employment of academic and professional staff, teaching of undergraduate and postgraduate (including research higher degree) students and the conduct of basic and applied research. The Faculty's annual revenue is \$628m with approximately 55% of this income related to research activities.

The Faculty has a student teaching load in excess of 8,500 equivalent full-time students including more than 1,300 research higher degree students. The Faculty has approximately 2,195 staff comprising 642 professional staff and 1,553 research and teaching staff.

The Faculty has appointed Australia's first Associate Dean (Indigenous Development) to lead the development and implementation of the Faculty's Reconciliation Action Plan (RAP), which will be aligned with the broader University – wide plan. To enable the Faculty to improve its Indigenous expertise knowledge base, the Faculty's RAP will address Indigenous employment, Indigenous student recruitment and retention, Indigenous cultural recognition and building partnerships with the Indigenous community as key areas of development.

5.4 THE UNIVERSITY OF MELBOURNE

Established in 1853, the University of Melbourne is a leading international university with a tradition of excellence in teaching and research. The main campus in Parkville is recognised as the hub of Australia's premier knowledge precinct comprising eight hospitals, many leading research institutes and a wide-range of knowledge-based industries. With outstanding performance in international rankings, the University is at the forefront of higher education in the Asia-Pacific region and the world.

The University employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.

Further information about working at The University of Melbourne is available at <http://about.unimelb.edu.au/careers>.

5.5 ADVANCING MELBOURNE

The University's strategic direction is grounded in its purpose. While its expression may change, our purpose is enduring: to benefit society through the transformative impact of education and research. Together, the vision and purpose inform the focus and scale of our aspirations for the coming decade.

Advancing Melbourne reflects the University's commitment to its people, its place, and its partners. Our aspiration for 2030 is to be known as a world-leading and globally connected Australian university, with our students at the heart of everything we do.

We will offer students a distinctive and outstanding education and experience, preparing them for success as leaders, change agents and global citizens.

We will be recognised locally and globally for our leadership on matters of national and global importance, through outstanding research and scholarship and a commitment to collaboration.

We will be empowered by our sense of place and connections with communities. We will take opportunities to advance both the University and the City of Melbourne in close collaboration and synergy.

We will deliver this through building a brilliant, diverse and vibrant University community, with strong connections to those we serve.

The means for achieving these goals include the development of the University of Melbourne's academic and professional staff and the capabilities needed to support a modern, world-class university. Those means require a commitment to ongoing financial sustainability and an ambitious infrastructure program which will reshape the campus and our contribution to the communities we engage with. This strategy, and the priorities proposed, is centred around five intersecting themes; place, community, education, discovery and global.

5.6 GOVERNANCE

The Vice Chancellor is the Chief Executive Officer of the University and responsible to Council for the good management of the University.

Comprehensive information about the University of Melbourne and its governance structure is available at <https://about.unimelb.edu.au/strategy/governance>