

Position Description

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| Position title: | Postdoctoral Fellow or Senior Researcher, 45 and Up Study |
| Date established: | January 2021 |
| Reports to: | Director of Research Assets |
| Direct Reports: | Nil |
| Employment status: | Full time (part time option negotiable). 2 year maximum term contract. |

Background

The Sax Institute is an independent, not-for-profit organisation that improves health and wellbeing by driving better use of evidence in policies, programs and services.

The Sax Institute has an international reputation as an evidence specialist, and nearly 20 years' experience in translating research findings into policy, drawing on our own expertise as well as that of our more than 50 member organisations. We work with governments, health organisations, research organisations and a network of experts nationwide to analyse policy problems and find the best evidence-based solutions.

Division / Program Area – Research Assets

Our Research Assets Division includes some of our flagship programs - the 45 and Up Study (the largest ongoing study of health and ageing in Australia) and the Secure Unified Research Environment (SURE) that approved researchers use to conduct analysis of sensitive linked data.

The 45 and Up Study is the largest ongoing study of health **and** ageing in Australia and the fourth largest longitudinal population-based study in the world. It began in 2006 with 267,000 participants who have contributed to a baseline questionnaire and consented to linkage of their survey data with a broad range of health and health care data sources. They continue to complete follow-up questionnaires, in addition to being involved in other research studies and interventions that support research to improve health and wellbeing of all. The Study is a valuable resource in enabling diverse population health **and** research projects, that inform and improve health and policy decisions and implementation.

Purpose of position

The Postdoctoral Fellow /senior researcher will be responsible for the managing and implementing some of the key internal research projects using the 45 and Up Study and linked data. They will be responsible for providing methodological and analytical advice, delivering data outputs, interpreting

and reporting key findings, liaising with major clients, supporting and developing grant applications. In addition, they will contribute to development and use of 45 and Up Study including the evaluation of impact of 45 and Up research on decision making, policy and practice and providing internal operational support to other 45 and up units, contributing ideas and innovative approaches. supporting the vision and implementation of the 45 and Up strategy.

The position requires: excellent written and verbal communication and stakeholder management; analytical and epidemiological skills, a strong understanding of ethical research and methodological options; personal initiative, flexibility, and an innovative perspective; the capacity to work with a wide range of people including world leading researchers and policy makers, data custodians and staff from across the Sax Institute.

The Postdoctoral Fellow will have excellent interpersonal, organisational and management skills, with demonstrated capacity for problem solving and developing solutions.

Key accountabilities

1. Lead the development, management and delivery of some of the key research projects using the 45 and Up Study and linked administrative data
2. Provide expert, operational, methodological advice and analyses for the implementation of the projects
3. Prepare Ethics and data custodian submissions, Ethics annual reports for their projects, provide expert advice and support for all ethical aspects including advice on ethical issues related to confidentiality, data linkage and data collection
4. Support and lead relevant internal and external stakeholder meetings.
5. Assess grant opportunities and prepare grant submissions
6. Contribute to the implementation of 45 and Up Study strategy and development of annual work plans, including participating in and evaluating the impact of 45 and Up research on decision making, policy and practice, and assisting with the communications strategy, to increase engagement, and promote use of outputs and ensure continued support of the 45 and Up Study.

Qualifications, Skills, Experience and Personal qualities - Selection Criteria

The Senior Researcher will demonstrate the following competencies:

Essential

- Hold a PhD in epidemiology, population health, biostatistics, health services research or relevant Master's degree with sound experience in a similar role

- Demonstrated experience and results: designing methods and delivering health research projects; developing research protocols and ethics applications
- Experience working with administrative health data - MBS, PBS, Hospital and Emergency Department data
- Excellent verbal and written communication skills, with experience writing reports, briefs, ethics applications and/or academic manuscripts and grant applications
- Excellent organisational skills and experience in managing projects, with a demonstrated capacity to meet deliverables on time, and manage complexities and stakeholders
- Demonstrated ability to recognise and harnesses information and opportunities, to consistently show judgement, intelligence and common sense
- Excellent interpersonal skills and proven ability to work as part of a team, and build successful working relationships with a variety of people, both internal and external (researchers, policy makers, other organisations); to negotiate persuasively; and to deliver on commitments
- Ability to contribute ideas and innovations, develop and implement initiatives

Desirable

- Data science and modelling expertise and experience working with linked health data using SAS
- Experience assessing and developing grant proposals
- Experience working with clients including policy and funding agencies, or private clients
- Experience evaluating and reporting on health project outcomes
- Experience in research related to policy and program development in health, health-related, or human services fields
- Experience in large-scale data collection or surveys for research
- Publication in peer-reviewed journals