



Position Description

Position Title:	One Health Research Coordinator
Classification:	Level 5, Social, Community, Home Care and Disability Services Industry Award 2010
Salary Range:	\$84,854 - \$88,693 (+ 10.0% Super Guarantee, 5 weeks annual leave, salary sacrifice arrangements)
Status:	Full Time, 3 year available
Reports to:	Program Manager – Strategic Delivery
Role Function:	The One Health Research Coordinator will work with the Program Manager - Strategic Delivery (PMSD), to identify, co-ordinate and assist with implementation of One Health research projects nationally.

CORE DUTIES:

Program Co-ordination

- Contribute to and implement frameworks/systems for ensuring Aboriginal and Torres Strait Islander voices lead the development of community-driven One Health research priorities
- Establish and maintain relationships with stakeholders relevant to One Health research
- Liaise with external research partners and coordinate internal activities to support relevant research partnerships
- With PMSD, monitor research partnership opportunities for capacity to pursue identified gaps at the research-policy interface
- Support research partners to develop culturally appropriate and ethical research practices, including through facilitating community/researcher relationships and ensuring appropriate knowledge translation occurs
- In conjunction with AMRRIC's Education team, maintain and produce evidence-based fact sheets, training and educational resources
- Organise community participation events, as well as digital and/or physical events aiming to disseminate relevant One Health research findings
- Maintain currency of AMRRIC's Research Policy
- Ensure compliance with relevant regulations, codes, and standards
- Preparation of research project documentation, plans, resourcing and collaborative workshops and facilitation to support strategic research initiatives
- Contribute to data analysis, writing project reports, journal publications and other research outputs
- Participate in relevant field work



- Maintain data systems for reporting AMRRIC’s research involvement

Advocacy & Stakeholder Engagement

- Develop and expand relationships with existing and new stakeholders to raise the profile of AMRRIC’s collaborative capacity in One Health research opportunities
- Maintain collaborative relationships with Indigenous communities and all stakeholders.
- Represent AMRRIC at public forums, community meetings, and conferences
- Work with team members to develop stories and awareness raising material for the promotion of the work of AMRRIC
- Ensure AMRRIC’s client relationship management database, and any other relevant system(s) are maintained for all stakeholder engagements with AMRRIC

People Leadership

- Ensure a positive and safe work environment where the efforts of staff and volunteers are recognised and where they are encouraged to develop to their optimum potential

Professional Development

- Attend and contribute to AMRRIC staff meetings
- Participate in regular professional development
- Willingness to undertake training to build cultural competency
- With the support of AMRRIC staff and utilising external opportunities, maintain relevant knowledge around One Health matters including animal health and management, human, and environmental health and specifically companion animals’ impacts on such

SELECTION CRITERIA:

Essential Experience

- Demonstrated knowledge and understanding of matters concerning the health and wellbeing of Aboriginal and Torres Strait Islander peoples, their animals and the environment
- A PhD or Masters level qualification in the One Health realm, including but not limited to, public health, environmental health, veterinary science, environmental science, or social science; will consider a minimum qualification of Honours degree with a minimum of two years’ experience in related field(s)
- Demonstrated experience in participatory research practices, including culturally and contextually appropriate knowledge translation
- Demonstrated experience in program or project management, including the successful management of budgets, conflicting priorities and deadlines
- A motivated strategic thinker, skilled at anticipating issues and confident in identifying and recommending solutions that result in effective outcomes.
- Demonstrated excellent verbal/written communication skills with a diverse range of stakeholders, including the ability to relate to, motivate and empathise with a range of people from different backgrounds
- Demonstrated experience in the development of contextually appropriate monitoring and evaluation systems





Additional Requirements

- Previous experience in a not-for-profit environment is desirable
- Manual driver’s license and 4WD experience is desirable
- Current First Aid Certificate, or willingness to obtain
- Ability to obtain a non-disclosable Australian National Police Check and Working with Vulnerable People (including children) clearances in all states/territories
- Flexibility and willingness to travel and stay in remote communities; work outside of regular business hours may be required
- Vaccinations to enter remote communities and/or work directly with animals will be required, as outlined by Federal or State/Territory Governments, Land Councils or other relevant peak bodies.

Manager Name:

Signature:

Date:

Employee Name:

Signature:

Date:

Version	Date	Changes	Who
D1	01/09/21	Development of Document	BC
V1	01/09/21	Amendments to document	LS BC
V1	29/09/21	Review of Document	MW
V2	8/12/21	Review of Document	BC

