Level:	A	Date:	February 2017
School:	Psychiatry	Faculty:	Medicine
Written by:	Kitty-Rose Foley		

POSITION SUMMARY

The Post-Doctoral Research Fellow is required to work on the Autism CRC Research Program 3 Adulthood: Finding a place in society. This program aims to improve opportunities for people with ASD to successfully participate in higher education and employment, and identify best practice in physical and mental health management. The Postdoctoral Research Fellow will have the main responsibility for the Research Project: The Australian Longitudinal Study of Adults with Autism (ALSAA).

ORGANISATIONAL ENVIRONMENT

UNSW Medicine is a national leader in learning, teaching and research, with close affiliations to a number of Australia's finest hospitals, research institutes and health care organisations. With a strong presence at UNSW Kensington campus, the faculty have staff and students in teaching hospitals in Sydney as well as regional and rural areas of NSW including Albury/Wodonga, Wagga Wagga, Coffs Harbour and Port Macquarie.

The School of Psychiatry is widely reputed as the pre-eminent psychiatric research department in the country, and one of the leading university groups internationally. It is located at the UNSW teaching hospitals at various metropolitan sites in the Sydney region and in rural New South Wales. The main administrative unit is located within the Black Dog Institute at Randwick. The School is a dynamic organisation and has a reputation for excellence and success in attracting nationally competitive research grant funding. It participates in teaching UNSW's undergraduate medical students and administers postgraduate research and coursework programs.

The Department of Developmental Disability Neuropsychiatry has been set up by the inaugural Chair in Intellectual Disability Mental Health at UNSW to generate translational research and advocacy in the area of intellectual disability mental health.

The Cooperative Research Centre for Living with Autism (Autism CRC) is the world's first national, cooperative research effort focused on Autism. The Autism CRC brings together a unique mix of partnerships - government, university, research and not-for profit organisations, and world class researchers.

The Autism CRC will undertake the following three Research Programs (http://www.autismcrc.com.au/):

Research Program 1 Diagnosis: A better start through early diagnosis

Research Program 2 Education: Enhancing teaching and learning

Research Program 3 Adulthood: Finding a place in society.

This Postdoctoral Research Fellow position will contribute to the Research Program 3 undertaken across 4 states (NSW, Queensland, Victoria and Western Australia) together with other three Postdoctoral Research Fellows based at the University of Queensland, La Trobe University and Curtin University.

The four Program 3 Postdoctoral Research Fellows will lead and co-ordinate four different main Projects within the Finding a Place in Society Research Program 3 of the Autism CRC:

1. Comprehensive and unique profile of Australian adults with Autism Spectrum Disorders (ASD) through two longitudinal studies.

2. Conducting empirically based interventions in social relationships and community activities.

3. Tools, strategies and techniques developed to improve the health and wellbeing for adults with ASD.

4. Developing an Effective Vocational Decision Making Tool and an Integrated Employment Success Tool to assist adolescents/adults with ASD and their advisors in making informed choices regarding higher education and employment.

The Postdoctoral Research Fellow based at UNSW Australia will, in particular, have the main responsibility for the adult and older adult longitudinal study.

Statistics

The Department of Developmental Disability Neuropsychiatry (3DN), comprises of:
- 1 x Department Head
- 2 x Research Fellows
- 4 x Post-Doctoral Researchers
- 1 x Senior Data Analyst/Statistician
- 1 x Data Analyst
- 7 x Research/Project Officers
- 2 x Administrative Officers
- 3 x PhD Candidates

Various affiliated academics and researchers
For further information, please refer to http://3dn.unsw.edu.au/

Reporting Relationships

Supervisor's title: Professor Julian Trollor

Other positions reporting to the supervisor:
- 2 x Research Fellows
- 4 x Post-Doctoral Researchers
- 1 x Senior Data Analyst/Statistician
- 1 x Data Analyst
- 7 x Research/Project Officers

- 2 x Administrative Officers
- 3 x PhD Candidates

Positions reporting to this position: 1 – 2 PhD Candidates, 1 research assistant, 1 ILP student

KEY DUTIES & RESPONSIBILITIES

- Contribute to the operational leadership and development of the CRC Autism Research Projects in Program 3.
- In collaboration with the research team, achieve milestones, timelines and outputs and ensure progress and adequate reporting in accordance with the Project Plan.
- Supervise and support Postgraduate Research Students attached to the Autism CRC Research Project. Jointly supervise PhD Students involved in this project.
- Liaise with academics, researchers and other research participants, including organising and attending meetings associated with the research.
- Conduct systematic searches and reviews of the literature, identify, collect, analyse and assist with the interpretation of data.
- Prepare competitive funding applications and research outputs, including reports and manuscripts for publication in high impact journals.
- Attend and present at relevant academic and practitioner conferences, workshops and seminars on behalf of the Project Team.
- Create appropriate documentation and organisational systems and keep accurate records of data, protocols and procedures.
- Provide efficient Project management support to the Program Director and Project Leader and undertake other appropriate duties, as specified by the Project Team and department and be responsible for administration of the project and liaison with all participants.
- Adhere to project timelines to ensure project milestones and objectives are achieved and duties are delivered in a timely manner.
- Provide quarterly reports to the Autism CRC on Project progress against milestones, outputs, deviations from the Project Plan, any significant difficulties encountered and any Project IP created.
- Maintain the appropriate financial, research, time commitment and technical records and ensure project funds are used in accordance with the Project Plan and Project budget.
- Ensure research is conducted in an ethical manner as described by the NHMRC.
- Ensure compliance with OH&S, animal ethics, human research ethics legislation and organisational obligations.

SELECTION CRITERIA

- Completion of a PhD in an Autism Spectrum Disorders (ASD) relevant discipline.
- Demonstrated research and/or clinical expertise in ASD
- Ability to conduct comprehensive literature, media, website and archival searches; including the preparation of literature reviews. .
- Proven skills in inductive and deductive data collection and analysis methods.
- Demonstrated track record in research including preparation of manuscripts and grant applications

- Advanced computing skills, including knowledge of statistical software Supervision experience.
- Excellent verbal communication and interpersonal skills, including demonstrated capacity to maintain effective professional relationships with colleagues and a variety of external stakeholders.
- Demonstrated ability to use initiative and work both independently and as part of a team to deliver project outcomes.
- Knowledge of OHS responsibilities and commitment to attending relevant WHS training
- Knowledge of Equal Employment opportunity principles.

PRE EMPLOYMENT CHECKS REQUIRED FOR THIS POSITION

- Verification of Qualifications

.

It is not the intention of the position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position. The aspects mentioned above may be altered in accordance with the changing requirements of the role.