



Position Description

POSITION TITLE: Research Assistant
LOCATION: SAHMRI North Terrace
REPORTS TO: Program Lead, Health Systems Research
DEPARTMENT: Wardliparingga Aboriginal Health Equity

WARDLIPARINGGA – ABORIGINAL HEALTH EQUITY THEME

At the South Australian Health and Medical Research Institute (SAHMRI), we are committed to achieving innovative, ground-breaking health and medical research that fundamentally improves the quality of life for all people.

SAHMRI is located on the lands of the Kaurna people who are the traditional custodians of Adelaide and the greater Adelaide region. SAHMRI works with traditional custodians across South Australia, Australia, and globally. The Wardliparingga Aboriginal Health Equity Theme (AHE) at SAHMRI is a leading national Aboriginal and Torres Strait Islander-led unit dedicated to wellbeing and achieving health equity among Aboriginal and Torres Strait Islander peoples in Australia through quality and safe health and medical research.

This role is required to collaborate with Aboriginal and Torres Strait Islander people living on the lands of all traditional custodians across South Australia, Australia and potentially globally.

Wardliparingga's [research programs](#) respond to community identified priorities and are underpinned by [fundamental principles](#) of research conduct as prescribed by Aboriginal and Torres Strait Islander communities. Over the last decade, we have established relationships and worked in partnership with Aboriginal communities, groups and organisations who we are ultimately accountable to. We have a strong program of applied research, we are a multidisciplinary team and we are committed to producing rigorous evidence and demonstrating improvements in health care access and delivery by using, adapting and developing appropriate research methods.

For more information about Wardliparingga Health Equity Theme, please visit [SAHMRI | Aboriginal Health Equity](#).

PURPOSE AND SCOPE OF THE POSITION

The position will require a person to support administrative and research activities for a Lowitja funded research project, "Exploring the health and wellbeing needs of Stolen Generations and their descendants in South Australia" under the strategic direction of the Co-Theme Leaders and Program Lead: Health Systems Research. Reporting to the Program Lead, Health Systems Research, this position will manage research related activities with participants, academic and professional staff within participating organisations and key stakeholders, AHE team.

The role requires a strong ability to work in partnership with the Aboriginal community, including Aboriginal community-controlled organisations, the Research Governance Group, Chief Investigators and South Australian public health stakeholders who are key to the program's success. The successful applicant will have exposure to working in Aboriginal health equity research and will work closely with the project lead to support the research activities including semi-structured interviews and thematic analysis, survey development and sound written ability. Supervisory delegation and reports to this position will be at the discretion of the Co-Theme Leader.

KEY RESPONSIBILITIES

The specific duties include:

- Support the Post Doctoral Research Fellow and research team with the development and implementation of research activities and with associated administrative tasks including ethics reporting, scheduling meetings and note-taking.
- Qualitative and quantitative data collection, using a range of methods and data collection tools e.g. RedCap.
- Engaging collaboratively with the research team and other stakeholders including governance groups and community members.
- Supporting research dissemination through assisting with the writing and publishing of papers, conference presentations and community reports.
- Assisting with other research or administration tasks as required.
- Maintain high levels of confidentiality in accordance with the privacy act and government regulations.
- Contribute to and participate in Wardliparingga Theme initiatives, including special projects to continuously improve processes, tools, systems and organisation.
- Ensure research activities and other outputs are compliant and aligned with the [Australian Code for the Responsible Conduct of Research](#) and working to the principles of the [South Australian Aboriginal Health Research Accord](#).
- Support the mentorship, training, professional development and/or supervision of trainees, undergraduate, post graduate research students, peers and senior program leads as applicable.
- Take reasonable care to protect own health, safety and welfare at work and avoid affecting the health and safety of any other person at work.
- Participate in the implementation of Wardliparingga's work, the broader institutes Work, Health and Safety Management System and related laws, regulations and guidelines.
- Ensure that duties are performed in keeping with the principles outlined in SAHMRI's Vision, Mission and Values and the **Code of Conduct Policy**.

SPECIAL REQUIREMENTS

- Some out of hours work may be required.
- DCSI Employment Screening and Police Checks are required.
- Some travel interstate and intrastate, including to urban, regional, or remote parts of South Australia may be required.



Person Specification

QUALIFICATIONS

- An undergraduate degree in Health and Medical Sciences, Public Health or a related discipline/clinical experience or demonstrated experience contributing to research projects relating to the health of Aboriginal and Torres Strait Islander communities.

EXPERIENCE, KNOWLEDGE AND SKILLS

- Experience working with the Aboriginal and/or Torres Strait Islander community or organisations is highly desirable.
- Experience in conducting recruitment, data collection, analysis and publication of qualitative research, implementation research and/or literature reviews.
- Experience in developing publications, conference papers and/or reports, or professional or technical contributions which provide evidence of research potential.
- Sound analytical skills with an ability to communicate complex information clearly both orally and in writing.
- Excellent communication skills.
- High level organisational skills: the ability to set priorities, meet deadlines, initiate and follow-up actions, with minimal supervision.
- Evidence of the ability to work as a member of a team in a co-operative and collegial manner.
- Demonstrated ability to establish and maintain collaborative working relationships nationally and internationally across a broad range of industry and research professionals.
- Experience and/or demonstrated understanding of working with Aboriginal and Torres Strait Islander communities.
- Support SAHMRI's commitment to reconciliation and acknowledge the importance of working in partnership with Aboriginal and Torres Strait Islander People
- Able to demonstrate the following SAHMRI Values and Culture:
 - **Excellence** – Bold, Driven, Dynamic
 - **Innovation** – Persistent and Focused
 - **Courage** – Collaborative and Enabling
 - **Integrity** – Embrace Diversity, Demand Equity
 - **Teamwork** – Friendly, Fast, Flexible, Fun

LICENCES

- Current Driver's Licence