

Position description

Position title:	Research Officer
Employer:	Baker Heart and Diabetes Institute
Laboratory:	Inflammation and Cardiovascular Disease
Supervisor/Manager:	Dr Tin Kyaw
Date:	October 2023

Background

The Baker Heart and Diabetes Institute is an independent, internationally renowned medical research facility focused on cardiovascular disease (including stroke and hypertension), diabetes and their complications, such as kidney disease. We have a long and distinguished history, spanning more than 97 years with our work critical to today's healthcare challenges.

The Baker Institute is well positioned to address these challenges, with multidisciplinary teams comprising medical specialists, scientists and public health experts all focused on translating laboratory findings into new approaches to prevention, treatment and care.

Headquartered in Melbourne, with research teams based in Alice Springs, we are a key player in research, translation, education, advocacy and health promotion with a staff of more than 450 (including scientists, clinicians and students). Our senior staff represent us on a broad range of government advisory boards, from health and wellbeing to science and innovation. We also collaborate with leading international research groups as part of our commitment to assisting vulnerable communities around the world.

The Baker Institute is funded through a diverse range of sources including competitive grants, Federal and State Governments, service and clinical income and philanthropic support.

Laboratory

Despite advances in intervention approaches and use of traditional therapeutic approach, ischemic heart attack is the leading cause of death locally and globally and expected to rise further. Inflammation and immunity are key, yet to be entirely appreciated players in development and rupture of coronary plaques. We at the Inflammation and Cardiovascular Disease laboratory led by Dr Tin Kyaw, investigate the roles of immune cells and their mechanisms that modulate inflammation in cardiovascular disease. Major focus areas are atherosclerosis, acute myocardial infarction and MI-induced or hypertensive cardiomyopathy.

Research is orientated not only to understand the immunopathology but also to develop novel biomarkers and therapeutic strategies. Innovative projects are designed to use different animal model and research-driven technical platforms to address research questions.

Position description

Nature of environment

The Baker Institute has a project-oriented environment, encompassing a local and multi-site (including interstate) organisational structure. The staff comprise mainly research, scientific and specialist clinical personnel engaged in the capacity of permanent, grant specific and casual employment. The atmosphere is collegial, usually relaxed and informal though busy and often dynamic with frequent deadlines that must be met. The environment is often demanding and challenging with a strong team orientation but also provides the opportunity to work independently and show initiative. The nature of the work also requires a focus on accuracy and detail.

Travel requirements

International, interstate and local travel as required, although this is infrequent.

Key job requirements, responsibilities and duties

- Performing high quality research in cardiovascular immunology.
- Contributing to preparing manuscripts for publications and other research-related documents as well as preparing grant applications.
- Participating in laboratory meetings, program meetings, staff meetings and seminars.
- Functional and administrative supervision may be exercised over research assistants, graduate students and other assigned research and support personnel.
- Actively seek funding for research duties or activities.

This role may require other duties to be performed, as directed by the manager/supervisor from time to time, and it is a condition of employment that the successful candidate complies with any such reasonable requirement.

Meet statutory requirements of the company

Maintain up-to-date and accurate knowledge in:

- OHS legislation.
- EEO legislation.
- Privacy legislation.
- Confidential Information Policy.
- Baker Heart and Diabetes Institute Code of Conduct.
- Australian Code for the Responsible Conduct of Research.
- Baker Heart and Diabetes Institute Intellectual Property Agreement.

Requirements of the position holder

Key selection criteria

- A PhD in immunology or a related discipline.

Position description

Experience and field of research

- Strong background, knowledge and experience in molecular biology and immunology is essential (cardiovascular immunology is preferred).
- Minimum 2 year of appropriate research experience that has resulted in publications, conference papers/abstracts and PhD thesis.
- Experience in different immunological methods, protein expression and purification are preferred.
- Experience in animal surgical procedures is advantageous, but not essential.

Communication/interpersonal skills

- A high level of interpersonal skills, which enable the appointee to liaise effectively with a wide range of people at a variety of levels internal and external to the Baker Institute.
- Excellent oral and written communication skills.
- Demonstrated ability to be a proactive team member and contribute to team development.

Knowledge

- Understands the area of research, and how this team interacts with other directly related groups within the research programme.
- Excellent organisational skills; attention to detail, the ability to prioritise work, exercise initiative and work under minimal direction with a focus on quality.
- Understanding of how our team interacts with other groups within the research programme.

Abilities

- Excellent planning and organisational skills, including the ability and flexibility to multi-task and coordinate several complex research projects at the same time, working with constantly changing deadlines and priorities, without compromising close attention to detail and accuracy.
- Demonstrated ability to maintain confidentiality and comply with privacy requirements.
- Demonstrated ability to work cost-effectively within budget optimising on lab resources.
- High-level written and oral communication skills.
- Clinical research or project management experience (desirable).
- Be enthusiastic about collaborative and interdisciplinary research and highly motivated to develop as an independent scientist.
- Ability to manage time efficiently within a dynamic team.
- Ability to work using animal mouse models.
- Well-developed time management skills with the ability to prioritize the demands.

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Summary of position

As the Baker Institute evolves to meet its changing strategic and operational needs and objectives, so will the roles required of its staff members. As such, staff should be aware that this document is not intended to represent the position that the occupant will perform in perpetuity.

This position description is intended to provide an overall view of the incumbent's role as of the date of this statement. In addition to this document, the specifics of the incumbent's role will be described in Key Performance Indicators (KPIs) developed by the incumbent and relevant supervisor as part of the Baker Institute's performance appraisal and development process.

The Baker Institute is an Equal Opportunity Employer and we encourage interest from Aboriginal and Torres Strait Islanders and members of the LGBTIQ+ community for roles within the Institute. We value diversity, inclusivity, gender equity and we promote family-friendly practices. We are a proud recipient of an inaugural Athena SWAN Bronze Award from Science in Australia Gender Equity (SAGE).