

Expression of Interest: Research Coordinator

The AUS-mTBI Project (Aboriginal and Torres Strait Islander component)

Expressions of interest are invited from Aboriginal and/or Torres Strait Islander people who would like to undertake the role as Project Coordinator for the Aboriginal and Torres Strait Islander component of the AUS-mTBI research project.

Background:

The AUS-mTBI project is a national research project running from 2022 – 2025 that aims to improve outcomes for Australians who have suffered a mild traumatic brain injury (TBI), including concussion. The study will achieve this by:

- Collecting the first comprehensive national data on mild traumatic brain injury enabling better prediction of recovery and design of appropriate interventions.
- Trialling new recommended pathways and methods of care.

The Aboriginal and Torres Strait Islander component of the project (to be conducted in Western Australia, New South Wales and Queensland) will explore the most relevant and appropriate information to be collected from Aboriginal and Torres Strait Islander people with mild TBI, the most culturally secure methods to be used in data collection, and culturally secure ways of providing information and services to assist in recovery. The study is running from 2022 – 2025.

The role of Research Coordinator involves the following:

- Assist the Research Chief Investigator in ensuring progress with activities, standards and milestones relating to the Aboriginal and Torres Strait Islander component of the AUS-mTBI project including ethics applications and approvals.
- Organise Aboriginal and Torres Strait Islander Advisory Committee meetings.
- Support Site Researchers in WA, Qld and NSW to recruit, interview and follow up with Aboriginal and Torres Strait Islander people with mild TBI and to coordinate local Reference Groups.
- Undertake study coordination responsibilities including the maintenance of study databases, the recording of interview data, data quality assurance checks, development of study progress reports and other required documentation.
- Engage, consult and manage relationships with stakeholder internally and external to the University and undertake consultation with hospital staff and Aboriginal and non-Aboriginal community service providers to facilitate recruitment to the study.
- Liaise with Aboriginal and Torres Strait community leaders/Elders to facilitate consultation with the local Aboriginal and Torres Strait community and facilitate recruitment to the study.

Position requirements: The Research Coordinator position is appropriate for someone with the following skills and attributes:

- Completion of a Tertiary (degree) qualification in a relevant discipline and at least 4 years subsequent relevant work experience, OR equivalent level of expertise gained from a combination of experience, training or professional accreditation.
- Extensive experience liaising with a variety of community groups and service providers, preferably in the health sector. Knowledge/experience in providing culturally secure services for Aboriginal and Torres Strait Islander people in the health/disability/community sectors.
- Ability to organise and present information, views and concepts in a concise, understandable and interesting format for a variety of audiences
- Sound problem-solving skills and decision-making ability.
- Skills in computing including word processing, databases, email and internet skills.
- Previous experience in project management preferable.
- Interest in brain injury and rehabilitation.

Benefits:

- Work in the heart of Joondalup close to shops, public transport, cafes and modern facilities
- Be part of a large organisation (approx. 3000 employees) with a culture genuinely committed to employing a diverse workforce including Aboriginal and Torres Strait Islanders
- Connection with our Aboriginal and Torres Strait Islander Staff Network
- Supportive work/life balance including ability to negotiate flexible working arrangements
- Paid Cultural and Ceremonial Leave and paid day to attend NAIDOC events

The position is a fixed term full-time position from November 2022 – July 2025 and is based in Perth, at Edith Cowan University.

For further information and to express an interest in the role, please contact:

Beth Armstrong (Chief Investigator) at b.armstrong@ecu.edu.au or by telephone 08 6304 2769, or Tilly Casey (HR Adviser, Aboriginal and Torres Strait Islander Employment) at t.casey@ecu.edu.au or by telephone 08 6304 6058