Position Title	Research Fellow
Group/Portfolio	Arts, Education and Law / Griffith Centre for Social and Cultural Research
Classification	Research Fellow, Grade 1
Position Number	00063090
Reports To	Professor Susan Forde
Employment Type	Fixed term

1.0 Position Purpose

This position forms a part of the ARC Discovery Project being administered through Griffith University, 'Voice and Belonging: Pathways to inclusion for new migrant communities through media'. It will provide high level research assistance, project management and intellectual contribution to this project as directed by the Chief Investigators. This position is funded by external research funds.

2.0 Eligibility Requirements

The occupant of this position will hold a PhD (Doctor of Philosophy) in a cognate or relevant field.

As per our funding application, this position will be filled by a researcher from a culturally and linguistically diverse community (CALD); with preference given to scholars from migrant communities due to the nature of this project.

3.0 Key Responsibilities

- Conducting research activities including literature reviews, coordinating and conducting fieldwork, and assisting Chief Investigators to complete research activities and outcomes.
- Disseminating research, attending team meetings and workshops, liaising with Steering/Advisory Committee members.
- Liaison and high-level communication with journalists, editors and audiences from ethnic and multicultural communities around Australia.
- Assisting with completion of research ethics applications.
- Responsibility for data collection, storage and preliminary analysis of data collected in accordance with the research protocols as stipulated.

- Management and drafting of reports and scholarly articles.

- Manage the coordination of meetings between researchers and participating external partners and contacts as required.

- Support compliance with relevant legislation and University policies and procedures, including research ethics, equity and health & safety and exhibit good practice in relation to same.

- Be a leading example of the principles and values embodied in the University's Code of Conduct, and behave, act and communicate at all times to reflect fairness, ethics and professionalism.

4.0   Key Capabilities

- Griffith University identifies the attributes of resilience, flexibility, creativity, digital literacy and entrepreneurship as critical to our graduates' success, in the rapidly changing future world of work. We have established a Griffith University Capability Development Framework to provide a common language of some of the non-technical organisation skills that will support our staff to thrive now and into the future. The Capability Development Framework will assist you to understand the current skill level of this position in the non-technical but critical skill domains that are increasingly important in a changing workplace context.

  To read about some of the non-technical organisation skills for this position, please see the Leads Self section of our Capability Development Framework.