



POSITION DESCRIPTION

Academic Positions

(In addition to the Position Classification Standards)

Position Title: (Associate) Research Fellow

Level: A / B

Faculty/Division: Science/Chemistry

Department/Location: B18

Primary Purpose of the Position:

The primary purpose of these positions is to research in the fields of tropospheric ozone, greenhouse gases and the carbon cycle in order to meet the objectives of two separate ARC Discovery Projects.

Position Environment:

The School of Chemistry is involved in a broad range of research with a focus on applied chemistry. The School has a number of research strengths including the Centre for Atmospheric Chemistry where these positions lie. Whilst the positions are research only roles they will be undertaken in the environment of a university that undertakes both undergraduate and graduate teaching.

Major Accountabilities/Responsibilities:

Responsibilities		Outcome	Office Use Only
1.	Atmospheric measurements and/or atmospheric modelling research	To meet the research aims of ARC Discovery projects	
2.	Contribute to the ongoing atmospheric measurement program at Wollongong and Darwin	To ensure continued monitoring of atmospheric change	
3.	Ongoing QA/QC of remote sensing measurements	To ensure the quality of spectroscopic data recorded	
4.	Running and/or interpretation of global chemical transport models	To help in the understanding of the measurements of changing atmospheric composition.	
5.	Analysis of remote sensing and <i>in situ</i> spectroscopic measurements of atmospheric composition.	Total column amounts of trace gases for use in atmospheric modelling	
6.	Involvement in validation of satellite measurements of atmospheric gases	Validated satellite products of trace gas amounts over Australia.	
7.	Involvement in field work (including train-borne measurements and maintenance visits to Darwin) as required	Continued quality measurements of trace gases through an Australian transect & at Darwin	
8.	Liaise with partner institutes in USA, Germany and New Zealand	Ensure ongoing collaborative targets are achieved	
9.	Observe principles and practices of Equal Employment Opportunity	To ensure fair treatment in the workplace	
10.	Have OH&S responsibilities, accountabilities and authorities as outlined in the	To ensure a safe working environment for self & others.	

http://staff.uow.edu.au/ohs/commitment/responsibilities/document		
---	--	--

Reporting Relationships:

Position Reports to:	Clare Murphy / David Griffith
The position supervises the following positions:	n/a
Other Key Contacts:	Stephen Wilson (Head of School)

Key Relationships:

Identify the key positions, committees, organisations or groups that the position deals with inside and outside the organisation. Only include those that are regularly communicated with.

Contact/Organisation:

Centre for Atmospheric Chemistry

Purpose & Frequency of contact

Maintain collaborative opportunities with those working in similar areas of research. Approximately weekly meetings.

Key Challenges:

Describe the most challenging aspects of the role (up to 4).

1. To develop a strong research program in a in the fields of tropospheric ozone, greenhouse gases and the carbon cycle
2. To meet the key research aims of the ARC Discovery projects on the Carbon Cycle and on Tropospheric Ozone
3. Maintaining a high level of research productivity including publications in high impact factor journals

Selection Criteria - Knowledge & Skills:

Essential:

- Ability to master the complexities of atmospheric remote sensing measurements and/or global chemical transport modelling
- Ability to maintain and apply quality control to advanced instrumentation and/or maintain and run large complex code on supercomputing facilities
- Good written and oral communication skills.
- Ability to work effectively as part of a research team and also independently and unsupervised.

Selection Criteria - Education & Experience:

Essential:

- A PhD (or near completion of PhD) in Chemistry, Physics or Mathematics or in a similar discipline or relevant experience and / or training deemed to be equivalent.
- Experience in producing manuscripts for publication and conference presentations

Desirable:

- Research track record in the areas of atmospheric sciences or spectroscopy
- Experience in atmospheric remote sensing or atmospheric modelling or spectroscopic techniques

Personal Attributes:

- Good written and oral communication skills
- The ability to work as part of a team
- The ability to meet deadlines

Special Job Requirements:

- May be required to work outside of normal hours from time to time.
- May be required to travel for collaborative work and/or field work from time to time.

Organisational Chart:

See following website for further information about Chemistry: <http://www.uow.edu.au/science/chem/welcome.html>

Approval:

Approved by Head of Unit: _____

Date: _____

Approved by Human Resources: _____

Date: _____



POSITION CLASSIFICATION STANDARD - Research Only

Level: A
Title: Associate Fellow

Description

A position classification standard describes the broad categories of responsibility attached to research-only academic staff at different levels. The standards are not exhaustive of all tasks in research-only academic employment, which is by its nature multi-skilled and involves an overlap of duties between levels. The standards provide an adequate basis to differentiate between the various levels of employment and define the broad relationships between classifications.

Progression through an academic career will normally be based on research, teaching, administrative functions and contribution to the profession. The balance of functions will vary according to level and position over time. It is only in exceptional circumstances that promotion would be solely on the research only position classification standards.

- General Standard
- Specific Duties
- Skill Base

General Standard

A Level A research-only academic is expected to contribute towards the research effort of the institution, and to develop her/his research expertise through the pursuit of defined properties relevant to the particular field of research.

Specific Duties

Specific duties required of a Level A research-only academic may include

- The conduct of research under limited supervision either as a member of a team or, where appropriate, independently, and the production or contribution to the production of conference and seminar papers and publications from that research.
- Involvement in professional activities including, subject to availability of funds, attendance at conferences and seminars in the field of expertise.
- Limited administrative functions primarily connected with the area of research of the academic.
- Development of a limited amount of research-related material for teaching or other purposes with appropriate guidance from other staff.
- Occasional contributions to teaching in relation to his/her research project(s).
- Experimental design and operation of advanced laboratory and technical equipment or conduct of advanced research procedures.
- Attendance at meetings associated with research or the work of the organisational unit to which the research is connected and/or at departmental and/pr faculty meetings and/or membership of a limited number of committees.
- Advice within the field of the staff member's research to postgraduate students.
- A Level A research-only academic shall work with support, guidance and/or direction from staff classified at Level B and above and with an increasing degree of autonomy as the research academic gains in skill and experience.

Skill Base

A Level A research-only academic will normally have completed four years of tertiary study in the relevant discipline or have equivalent qualifications or research experience. In many cases a position at this level will require an honours degree or higher qualifications or equivalent research experience. Research experience may have contributed to or resulted in publications, conference papers, reports or professional or technical contributions which give evidence of research potential.



POSITION CLASSIFICATION STANDARD - Research Only

Level: B
Title: Fellow

Description

A position classification standard describes the broad categories of responsibility attached to research-only academic staff at different levels. The standards are not exhaustive of all tasks in research-only academic employment, which is by its nature multi-skilled and involves an overlap of duties between levels. The standards provide an adequate basis to differentiate between the various levels of employment and define the broad relationships between classifications.

Progression through an academic career will normally be based on research, teaching, administrative functions and contribution to the profession. The balance of functions will vary according to level and position over time. It is only in exceptional circumstances that promotion would be solely on the research only position classification standards.

- General Standard
- Specific Duties
- Skill Base

General Standard

A Level B research-only academic is expected to carry out independent and/or team research within the field in which he/she is appointed and to carry out activities to develop his/her research expertise relevant to the particular field of research

Specific Duties

Specific duties required of a Level B research-only academic may include

- The conduct of research either as a member of a team or independently, and the production of conference and seminar papers and publications from that research.
- Supervision of research-support staff involved in the staff members' research.
- Guidance in the research effort of junior members of research-only academic staff in his/her research area.
- Contribution to the preparation, or where appropriate individual preparation, of research proposal submissions to external funding bodies.
- Involvement in professional activities including, subject to availability of funds, attendance at conferences and seminars in the field of expertise.
- Administrative functions primarily connected with his/her area of research.
- Occasional contributions in the teaching program within the field of the staff member's research.
- Co-supervision, or where appropriate supervision, of major honours or postgraduate research projects within the field of the staff member's area of research.
- Attendance at meetings associated with research or the work of the organisational unit to which the research is connected and/or at departmental and/pr faculty meetings and/or membership of a limited number of committees.

Skill Base

A Level B research-only academic will normally have completed a doctoral qualification or have equivalent qualifications or research experience. In addition he/she may be expected to have had post-doctoral research experience which has resulted in publications, conference papers, reports or professional or technical contributions which give evidence of research ability.