

GERIATRIC EDUCATION & RESEARCH INSTITUTE

JOB DESCRIPTION

JOB TITLE	: Research Fellow (Evidence Synthesis)	JOB CLASSIFICATION	: Exempt
DEPT/SECTION	: Research	JOB GRADE	: 13 - 15
		EFFECTIVE DATE	: 15 Oct 2020
APPROVED BY	: Executive Director, GERI	REVISION DATE	: -

STATEMENT OF PURPOSE

To undertake independent and/or collaborative evidence synthesis and to contribute to GERI research strategies.

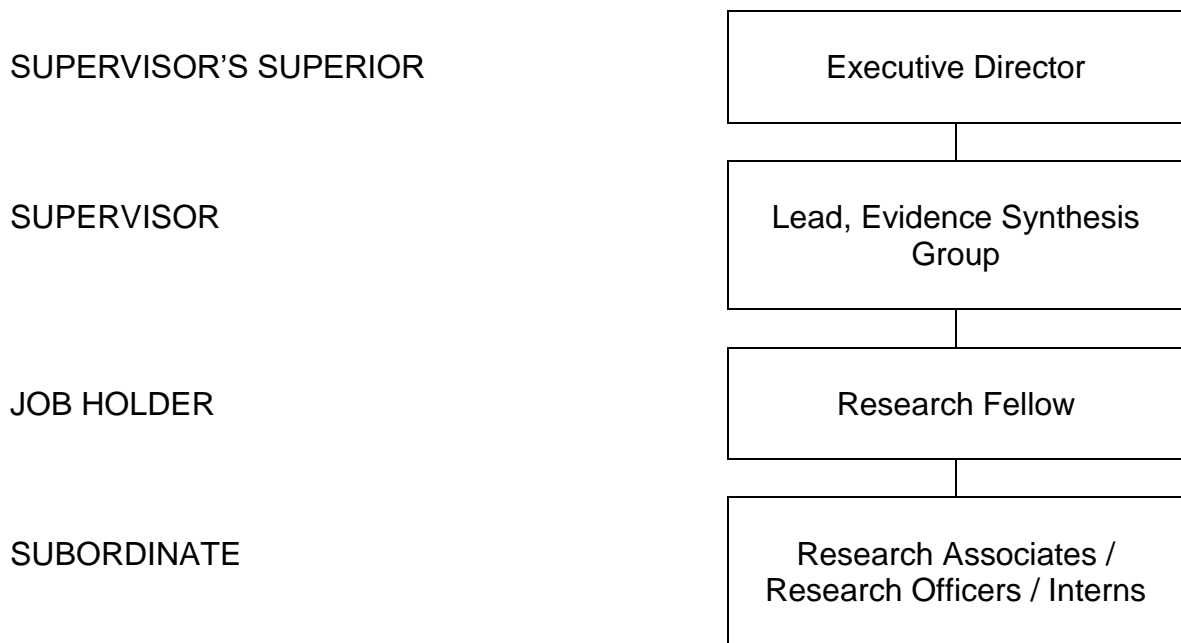
MAJOR DUTIES AND RESPONSIBILITIES

(A) SPECIFIC (70%)

1. To conduct qualitative and quantitative synthesis of evidence from the literature independently or collaboratively
2. Critically evaluate the research methods and statistical findings of the retrieved evidence
3. To produce high quality research reports and/or journal publications
4. To lead collaborative evidence synthesis with external partners and colleagues
5. To supervise and guide junior researchers, postgraduate students, or interns; and advise on professional development
6. To lead relevant meetings
7. To ensure that responsibilities identified within internal processes such as research ethics procedures are met by all research team members
8. To contribute to teaching activities as appropriate.
9. Work on other relevant projects and initiatives, as required.

(B) GENERAL (30%)

1. To be a leader in embracing change, and develop productive working relationships with colleagues
2. To provide clear goals and direction for junior research staff.
3. To build a strong team with planning for professional development
4. Assume additional responsibilities as assigned.

ORGANISATION RELATIONSHIP**JOB REQUIREMENTS****(A) EDUCATION, TRAINING AND EXPERIENCE**

- PhD in a relevant discipline, particularly in health and social sciences, or extensive and nationally recognized research expertise
- Extensive research experience including relevant publications
- Experience of working in a research team environment
- Strong leadership qualities, sound judgment, and excellent decision-making and problem-solving skills.
- Good communication and interpersonal skills

(B) SPECIALISED TRAINING & EXPERIENCE

- Extensive experience in evidence synthesis
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ABNORMAL PHYSICAL WORKING CONDITION

None