

GERIATRIC EDUCATION & RESEARCH INSTITUTE

JOB DESCRIPTION

JOB TITLE : Research Associate

DEPT/SECTION : Research

STATEMENT OF PURPOSE

To support GERI research and to contribute to its research strategies.

MAJOR DUTIES AND RESPONSIBILITIES

(A) SPECIFIC (80%)

1. To undertake and support research in preventing functional decline and/or implementing integrated care using implementation research, program evaluation, and health policy research
2. Prepare materials for submission to granting agencies
3. Prepare materials for ethics review
4. Conduct literature reviews, collect and analyze data
5. To produce research reports and/or journal publications
6. To develop/conduct collaborative research with external partners and colleagues
7. To supervise and guide junior researchers, postgraduate students, or interns
8. To lead relevant meetings
9. To ensure that responsibilities identified within internal processes such as research ethics procedures are met by all research team members
10. To contribute to teaching activities as appropriate.
11. Work on other projects and initiatives, as required.

(B) GENERAL (20%)

1. To embrace change, and develop productive working relationships with colleagues
2. Assume additional responsibilities as assigned.

JOB REQUIREMENTS

(A) EDUCATION, TRAINING AND EXPERIENCE

- ❑ Master's degree in a relevant discipline, particularly in health and social sciences
- ❑ Experience in health and social research, including relevant publications
- ❑ Experience of working in a research team environment
- ❑ Experience of supporting research projects and bringing them to successful completion
- ❑ Possess sound judgment and superior decision-making and problem-solving skills.
- ❑ Good communication and interpersonal skills

(B) SPECIALISED TRAINING & EXPERIENCE

- ❑ Experience in qualitative and/or mixed methods research
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