

Research Governance Project Manager (12 month contract)

- **Exciting new role with an opportunity to make a difference**
- **Make an important contribution to the health of children through medical research**
- **Work with one of Australia's most respected national and independent medical research institutes**
- **Located in Westmead, one of Sydney's and Australia's major biomedical research hubs**

Children's Medical Research Institute (CMRI) was Australia's first dedicated paediatric research facility and is now one of the world's most highly regarded independent medical research centres. Our research focuses on the areas of embryonic development and birth defects, cancer, neuroscience and gene therapy and we have a strong international reputation based on our research outcomes. It is also home to the world-first proteomics project, ProCan, which is changing the way cancer is diagnosed and treated. CMRI's research programs are supported by state of the art facilities and committed research and support staff. Our achievements are made possible by a loyal network of community supporters, highly engaged donors and the very successful Jeans for Genes® fundraising campaign.

We are seeking an experienced Research Governance Project Manager to lead and develop CMRI's research governance framework. This is a fixed term 12 month contract position and is an exciting opportunity for an experienced professional to make a difference. Reporting to and working closely with the Chief Operating Officer, the position will ensure the research quality, performance, ethics and governance to deliver CMRI's strategic research objectives.

The successful applicant will be action oriented with strong governance skills and understanding of the medical research environment and ideally business development expertise.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Ensure CMRI compliance with the Research Code of Conduct
- Lead the development of appropriate support materials and training for researchers
- Lead the approach to managing foreign influence in research
- Lead the development and implementation of efficient and effective research management processes and procedures that advance CMRI's strategic research objectives
- Create an engaged and high performing team through effective leadership and people management of research office staff
- Take initiative to deliver on the intent of the role by undertaking ad-hoc duties and other activities

The key skills and experience include:

- Tertiary qualification in Business Administration, Project Management or Science
- Action orientated with strong governance skills
- Understanding of the current medical research environment
- Understanding of the Research Code of Conduct and all the component parts
- Policy development experience
- High level skills to communicate in person and in writing, and the ability to influence

- Managing multiple tasks and projects and setting competing priorities within inflexible deadlines
- Negotiation skills with groups and individuals
- Leading high performing teams
- Strong computer knowledge in MS Office products

You will be provided with a competitive remuneration package in accordance with qualifications and experience. Additional benefits include the provision of a Public Benevolent Institution salary packaging scheme and participation in an employer-contributed superannuation fund.

Applications should include a cover letter (citing **PV2146**), curriculum vitae and contact details (phone/email) of three professional referees and be forwarded to recruitment@cmri.org.au

We will interview suitable candidates as applications are received. Closing date for applications is **15th October**.