

Position Description

Position Title	Allied Health Research and Knowledge Translation Lead
Position Number	30027762
Division	Community and Continuing Care
Department	Allied Health
Enterprise Agreement	Allied Health Professionals (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2021-2026
Classification Description	Allied Health Grade 4
Classification Code	Dependent on profession
Reports to	Deputy Director of Allied Health Workforce Standards and Innovation
Management Level	Tier 4 - Shift Managers, Team Leaders & Supervisors
Staff Capability Statement	Please click here for a link to staff capabilities statement
Mandatory Requirements	<ul style="list-style-type: none"> • National Police Record Check • Registration with Professional Regulatory Body or relevant Professional Association • Immunisation Requirements

Bendigo Health

Bendigo Health is a leading regional health service, learn more about us by visiting our website: [Bendigo Health Website - About Bendigo Health](#)

Our organisation is a child safe organisation, committed to the safety and wellbeing of all children and young people. All Aboriginal and Torres Strait Islander adults, children and families will be supported to express and be proud of their culture in an environment that is culturally safe and supported.

Our Vision

Excellent Care. Every Person. Every Time.

Our Values

CARING – We care for our community,

PASSIONATE – We are passionate about doing our best,

TRUSTWORTHY - We are open, honest and respectful

The Position

The Allied Health Research and Knowledge Translation program is a Department of Health funded initiative focusing on enhanced research, education, and leadership capacity for allied health professionals. The program is focused on improving the delivery of allied health services through generating and translating favourable research evidence to clinical practice.

Aims/objectives of the program are to:

- strengthen Victorian health services' ability to engage effectively in the nexus between research and knowledge translation across the allied health professions
- provide career development and opportunities for early career allied health researchers
- build a network of emerging leaders in allied health research and knowledge translation with strong links across services and organisations
- assist health services to efficiently translate research findings into program and practice change,
- assist health services to embed an organisational culture of enquiry and evidence
- create broader research capacity within Victorian health services across all allied health workforces, by building research knowledge and skills and supporting research design, development, publication, and dissemination of findings
- enhance the allied health research maturity of participating organisations
- improve the evidence-base for allied health clinical practice and service delivery
- optimise and effectively utilise the value of allied health professionals to strategically pursue inform and deliver improvement in areas of greatest need for innovation and change
- improve and enhance the quality of allied health care to drive quality and safety improvements.

The Allied Health Research and Knowledge Translation Lead will design, develop, and implement research, in addition to supporting the growth of research activity and skills for allied health professionals.

Allied Health Research and Knowledge Translation Lead will receive support to develop their leadership capabilities to enable them to be highly effective in their current and future research roles, create better linkages between clinicians, researchers, and academics, and foster the next generation of allied health clinical researchers.

Allied Health Research and Knowledge Translation Lead will spend approximately 80 per cent of their role focused on direct research and knowledge translation activities. Remaining position resourcing is to be allocated to collaborative research initiatives, systemic research priorities, receiving supervision and mentoring, and community of practice participation. It is anticipated that the research priorities of the successful individual and those of the organisation will be well aligned, and that activities undertaken will be jointly negotiated and agreed upon at a local health service level.

Responsibilities and Accountabilities

Key Accountabilities

Research and Knowledge Translation

- Demonstrates advanced knowledge of research and evidence-based practice in profession-specific and related clinical areas
- Demonstrates strong research skills in the conceptualisation, design and analysis of research projects using epidemiological principles and the use and analysis of routine healthcare data
- Demonstrates strong skills in systematically reviewing healthcare literature to develop research protocols, systematic reviews, apply for funding or to maintain clinical and scientific currency of a particular topic
- Develops new research ideas and demonstrates ability to write protocols and grants applications for new projects
- Demonstrates significant research outputs, while continuing to seek and progress future projects
- Demonstrates research expertise with a consulting role to allied health clinicians

- Leads and/or actively engages in allied health research projects, including preparation of ethics documents, project proposals, data collection and analysis, report writing and dissemination of results
- Develops research programs and strategy to increase the capability and capacity of all allied health staff
- Coordinates a program of research training workshops/seminars (e.g. designing studies, searching literature, conducting research, publishing, grant writing, data management)
- Demonstrates participation, initiation, implementation and/or evaluation of research and encourages staff to engage in research and quality projects
- Promotes an organisational commitment to research and significant quality activities
- Contributes to research training programs for allied health staff
- Promotes research via publication or presentation at internal and external forums and encourages others
- Integrates consumers within the research design and development process
- Maintain an allied health research register to enable coordination of research projects and reporting of associated outputs
- Develop a plan to improve allied health research culture and capacity at Bendigo Health as measured by the Research Capacity and Culture tool.

Leadership

- Provides visible leadership to allied health staff and other programs within the organisation
- Articulates a vision for allied health translational research and develops appropriate business/action plans, in consultation with other senior allied health operational and research leaders
- Establishes internal and external professional networks specific to allied health, research and/or knowledge translation, and builds profile within these networks
- Consults widely and appropriately shares relevant information with internal and external stakeholders
- Provides research mentoring to less experienced allied health staff
- Provide allied health representation on relevant committees, including the Bendigo Health Inter-disciplinary Research Collaborative Committee and the Bendigo Allied Health Research Group
- Assist the Director of Research and Development and Director of Allied Health in specified portfolios.

Communication and Engagement

- Develops collaborative links with significant teaching organisations and professional bodies to facilitate and promote research outputs
- Collaborates with and engages others to achieve outcomes: develops significant relationships
- Liaise with organisational allied health and research leaders maintaining sound relationships within the health service
- Liaise with the Allied Health Research and Translation Program Director, Department of Health, when required
- Develop sound working relationships with universities to identify potential translational research projects
- Develop an allied health research network in the Loddon Mallee Region.

Professional Behaviours

- Role models appropriate professional behaviours at all times
- Demonstrates and lives the organisations' values
- Positively represents the health service and the Department of Health in all interactions with internal and external stakeholders.

Self-Development

- Participates in regular professional supervision and/or mentoring specific to role
- Participates in the organisation's annual performance appraisal process, and provide reflective feedback on own performance.

Safe Working Environment

- Takes reasonable care to provide a safe working environment within your area of responsibility and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity
- Complies with health service and divisional specific regulations, policy, and procedures.

Key Relationships

Internal

- Chief Allied Health Officer/Director of Allied Health
- Deputy Director of Allied Health Workforce and Innovation
- Director of Research and Innovation
- Manager Allied Health Education
- Allied Health Operations Manager
- Allied Health Heads of Department and Managers of all departments employing staff in allied health classifications.

External

- Manager, Allied Health Workforce, Department of Health
- Program Director, Allied Health Research and Knowledge Translation Program, Department of Health
- Academic/university partners
- Other Allied Health Research and Knowledge Translation Leads embedded within Victorian public health services.

Annual Deliverables

The *Allied Health Research and Knowledge Translation Lead* will be expected to:

- Attend the centralised leadership development program activities
- Participate in the research community of practice meetings
- Undertake research activities that are relevant, appropriate, and aligned with local allied health priorities
- Undertake research translation activities that are cost effective, targeted, and align with local allied health priorities
- Deliver research and/or translation projects that are relevant to at least three allied health professional groups and/or settings
- Develop and deliver collaborative research and/or translation activities that involve at least one other health service
- Education and capacity building of allied health workforce in aligned areas
- Comply with the Allied Health Research and Knowledge Transition Program Guidelines for 2022-2025.

Key Selection Criteria

Essential

- A degree in a recognised allied health discipline (as per Department of Health listing below) or equivalent tertiary qualification with the ability to satisfy the requirements of the Bendigo Health Allied Health Credentialing and Professional Standards document, including evidence of eligibility for membership of Discipline specific Professional body (non-registered professions) or current registration with the Australian Health Professionals Regulation Agency (registered professions)
- Currently completing or completed a PhD program pertaining to allied health research. The applicant must either be a PhD candidate within the last 6 months of candidature or has a conferred qualification obtained no longer than 5 years prior to position commencement date
- Experience in the provision of education and training and displays strong communication skills
- Skills in scientific writing and is developing a growing record of high-quality research publications in refereed international quality journals
- Demonstrates a track record of presenting clinical research finding to stakeholders at conferences, forums, workshops or via social media or m-health/telehealth.

Desirable

- Competently uses research infrastructure and resources in the conduct of research, including databases and relevant software
- Manages and analyses efficient, high-quality, and rigorous data collection and analysis processes and can develop a suitable data management plan
- Demonstrates an ability to apply for and attract funding for research
- Manages stakeholders through effective negotiation and influence
- Demonstrated ability to meet the additional desirable key selection criteria set out in the Department of Health Allied Health Research and Knowledge Translation Program Guidelines.

Eligible professional backgrounds:

Art therapy, biomedical science, exercise physiology, medical and diagnostic imaging, music therapy, nuclear medicine, occupational therapy, orthoptics, physiotherapy, podiatry, prosthetics and orthotics, radiation therapy, social work, sonography, and speech pathology.

Personal Qualities, Knowledge and Skills

- Demonstrated motivation to strive for excellence
- Demonstrated ability to foster a culture of openness, respect, accountability and professionalism in the workplace
- Demonstrated flexibility and willingness to shift focus when priorities or circumstances change and adapt to new / different ways of doing things
- Demonstrated ability to build and sustain positive working relationships
- Demonstrated high level of self-confidence and an ability to successfully interact and communicate with a diverse range of people at all levels
- Demonstrated emotional intelligence, particularly in stressful situations including responsibility for own actions and behaviours including knowledge of how they impact on self and others

Generic Responsibilities

All Bendigo Health staff are required to:

- Adhere to the **Victorian Government's Code of Conduct**
- Uphold **Occupational Health and Safety** responsibilities, including self-care, safeguarding others, and participating in safety initiatives and reporting.
- Comply with all **Bendigo Health policies and procedures**, including those related to clinical, managerial, and standard work practices.
- Follow **Infection Control** procedures to prevent cross-contamination and ensure the health and safety of all.
- Maintain **strict confidentiality** regarding all organisational, patient, and staff information.
- Engage in **continuous quality improvement** activities aligned with the National Safety and Quality Health Service Standards (NSQHSS).
- Recognise and respect **diversity**, fostering inclusive practices in the workplace and service delivery.
- Staff must carry out all lawful and reasonable directions and comply with relevant professional standards and ethical codes.
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Bendigo Health.
- Maintain ability to perform the inherent requirements of this role. Inherent requirements are the essential tasks necessary to perform this role, including reasonable adjustments. Bendigo Health is committed to a safe workplace that supports all employees. The role may require specific physical and cognitive abilities, which can be discussed with the manager during recruitment or at any time. We understand that personal circumstances can change and impact your ability to meet these requirements; additional policies are available to guide you through this process. Please request the relevant procedures for more information.

All Bendigo Health sites, workplaces and vehicles are smoke free.

This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.