

POSITION DESCRIPTION

POSITION TITLE:	Research Nurse or Research Midwife
POSITION NUMBER:	5823
DIVISION / SECTION:	Child and Maternal Health Division/ Respiratory Health
SUPERVISOR:	Clinical Research Manager - 2358
CLASSIFICATION LEVEL:	PAT 7/RN 2
SALARY RANGE:	\$99,341 - \$107,806 per annum, pro-rata
STATUS (FTE):	0.8 FTE - 1.0 FTE
LOCATION:	Darwin, Northern Territory
DIRECT REPORTS:	0
INDIRECT REPORTS:	0
SPECIAL PROVISIONS:	<ol style="list-style-type: none"> 1. Travel to urban and remote communities by light aircraft or 4WD for up to five (5) days per trip, up to two (2) trips per month. 2. Comply with the NT Health Worker Immunisation Policy by providing proof of vaccination based on the work being undertaken in high-risk areas such as hospitals and laboratories and for exposure to blood or body substances from patients 3. Ability to obtain and maintain a current Working with Children Check (OCHRE card), National Police Clearance and hold a current NT Drivers' Licence.

ABOUT MENZIES:

Menzies is a national leader in research and education that improves health outcomes for Aboriginal and Torres Strait Islander people and populations across our region. As a leader in global and tropical research into life-threatening illnesses, Menzies continues to translate its research into effective partnerships and programs in communities across Australia and the Asia-Pacific region.

SUMMARY OF POSITION:

The Research Nurse or Research Midwife will work across several clinical trials involving Aboriginal and Torres Strait Islander children and families. They will be responsible for participant recruitment, follow-up visits in communities, clinical data and specimen collection, conducting culturally sensitive clinical assessments, and contribute across research studies within the Paediatric Respiratory Health Group of the Child and Maternal Health Division. This position is based in Darwin and there is a requirement to travel to urban and remote communities via light aircraft and 4WD for up to five (5) days per trip, and up to two (2) trips per month.

This position requires occasional weekend work, generally for a period of 2 to 3 hours or as required based on participant recruitment. Reasonable notice will be provided in advance of any such requirements, and overtime and penalty rates will apply for weekend work.

PRIMARY RESPONSIBILITIES:

The following responsibilities are not exhaustive and may include others as directed by the Supervisor:

1. Conduct research activities in accordance with approved protocols (training provided by Menzies), including but not limited to participant recruitment and follow-up, eligibility assessments, obtaining informed consent, administering questionnaires and case report forms, collecting and handling biological samples, reviewing medical records, data collection, and administering trial medications.
2. Perform clinical assessments and examinations, and provide clinical care, health education and support to Aboriginal and/or Torres Strait Islander children and their families in hospital settings, ensuring all interactions are culturally safe, respectful and appropriate, including ongoing contact and follow-up visits.
3. Accurately document clinical history, examinations, observations, management plans, investigations and actions in medical records for research participants.
4. Collect and monitor trial and adverse event data, ensuring secure storage and transmission in compliance with ethical, cultural and confidentiality requirements.
5. Enter research and medical record data into secure databases, ensuring proper handling and storage in accordance with ethical and confidentiality standards.
6. Liaise with Royal Darwin Hospital and community-based health services to conduct clinical assessments and ensure compliance with all relevant institutional policies, procedures, and guidelines.
7. Coordinate and undertake participant contact tracing and follow-up visits in various settings in hospitals, clinics, homes, remote communities, including community engagement and research translation activities.
8. Communicate and collaborate effectively with study participants, the research team and key stakeholders, respecting cultural protocols and ensuring appropriate consultation, engagement, knowledge transfer, and dissemination of research findings.
9. Performs work within their scope of practice and ensures clinical assessments, data collection and other research activities are carried out according to evidence-based practice, legislative and regulatory requirements and Menzies' policies, procedures and guidelines.
10. Build strong productive relationships with people from diverse cultures and a wide range of stakeholders.
11. Foster a positive workplace culture through exemplary leadership practices and role modelling behaviour.
12. Provide support to other research studies as required.
13. Perform the primary responsibilities of the role in compliance with Good Clinical Practice (GCP) Guidelines (training provided by Menzies).
14. Understanding and awareness of relevant Workplace Health and Safety as well as Equal Opportunity principles and legislation along with a commitment to maintaining a healthy and safe workplace for all Menzies staff, students, volunteers and visitors.
15. Carry out any other tasks as reasonably required by the Supervisor, Business Manager and/or Menzies Director.

SELECTION CRITERIA:

Essential:

1. Current registration as a registered nurse or midwife with the Nursing and Midwifery Board of Australia and the Australian Health Practitioner Regulation Agency (AHPRA).
2. Demonstrated clinical experience working in maternal, paediatric or child health in either a hospital or health service and experience working with Aboriginal and Torres Strait Islander clients and colleagues.

3. Demonstrated experience working in health care service delivery, and a strong understanding of health issues and culturally appropriate practices affecting Aboriginal and Torres Strait Islander communities.
4. Demonstrated ability to communicate clearly and effectively, both verbally and in writing, with a diverse range of stakeholders, including multidisciplinary teams. Proven interpersonal skills in building collaborative and professional relationships, including the ability to manage conflict constructively.
5. Demonstrated analytical and critical thinking skills, strong problem-solving abilities, a proactive work ethic, and capacity to work independently under broad direction while managing competing priorities and deadlines.
6. Demonstrated knowledge and application of research ethics, including data confidentiality, participant consent, and responsible handling of sensitive or personal information. Ability to exercise discretion, integrity, and sound judgement when dealing with complex or ethically sensitive issues.
7. Sound computer literacy with experience using Microsoft Office and relevant research databases or data management systems. Ability to manage data accurately, securely, and in compliance with institutional or regulatory standards.
8. Demonstrated resilience, accountability, and commitment to continuous learning and professional growth, especially in response to setbacks, ambiguity, or unexpected challenges.

SPECIAL CONSIDERATIONS:

This is a female identified role. An applicant's gender is a genuine occupational requirement of this position, authorised by s35 of the [Anti-Discrimination Act 1992](#) (NT) and Division 4 (s30, ss1 & ss2a,c,g,e,& h) of the [Sex Discrimination Act 1984](#).

APPROVED BY: Menzies Human Resources
DATE: 08/07/2025

PAT 7

PACKAGE COMPONENT	Minimum Value PAT 7/1 (\$)	Maximum Value PAT 7/4 (\$)
Gross Salary (position advertised as Professional Administrative and Technical Staff Level 7)	99,341	107,806
Superannuation (14% superannuation contribution depends on employee contributing 3% of pre tax salary)	13,908	15,093
Salary Packaging Grossed Up (Based on utilising the full \$15,900 salary packaging component plus the \$2,650 Meal Entertainment Card.)	8,469	8,469
Leave Loading (Payable on the last pay before Christmas (first year will be a pro rata payment)	1,724	1,724
Total Salary Package	123,442	133,092