

POSITION DESCRIPTION

POSITION TITLE:	Research Nurse
POSITION NUMBER:	6030
DIVISION / SECTION:	Wellbeing & Preventable Chronic Diseases
SUPERVISOR:	Project Manager - 4261
CLASSIFICATION LEVEL:	Research Nurse Level 2
SALARY RANGE:	\$102,725 - \$111,040 per annum, pro rata
STATUS (FTE):	0.8-1.0
LOCATION:	Alice Springs, Northern Territory
DIRECT REPORTS:	0
INDIRECT REPORTS:	0
SPECIAL PROVISIONS:	<ol style="list-style-type: none"> 1. Travel to remote communities (by light aircraft or 4WD) for up to five (5) days per trip, six (6) to eight (8) times per year. 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 as per Category A of the NT Health Policy. 3. Ability to obtain and maintain a current Working with Children Check (OCHRE card) and NT driver's licence. 4. Ability to obtain National Police Clearance.

Commented [NF1]: Who would the nominated line manager be?

Commented [AW2R1]: It will be the PM- position currently being advertised. So could be Project coordinator for now

Commented [TD3R1]: As per convo with AW, line manager will initially be TD. May change down the track to Michelle Scerri or PANDORA PM Have inserted my role #

Commented [TD4]: I think it is worth advertising 0.8 - 1

Commented [TD5]: As per conversation with AW - INSPIRE requires an Alice based role. Anna W has agreed to advertise for role in ASP

ABOUT MENZIES:

Menzies is a national leader in research and education and works to improve 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 knowledge through genuine and effective partnerships with communities across Australia and the Asia-Pacific region.

SUMMARY OF POSITION:

The DIABETES Across the LIFECOURSE: Northern Australia Partnership is a collaboration between health service providers, policy makers, researchers, and communities across Northern Australia. Established in 2011, the Partnership has grown to include more than 40 staff and students working across the Northern Territory (NT) and Far North Queensland. Our main office is in Darwin. We are an innovative and diverse team with a mixture of skill sets and professional backgrounds. You can find out more about our work and impact at www.diabeteslifecourse.org.au.

This exciting role will contribute to two studies PANDORA and INSPIRE. The PANDORA study commenced in 2011 and is ongoing. Women were recruited for the study when they were pregnant

and now these women and their children are being followed up. Wave 3 is the current wave of the study where children are now 12 - 18 years of age. Wave 3 involves travelling across the NT (urban and remote) and interstate to see women and their children. This research seeks to understand the relationship between diabetes in pregnancy and clinical outcomes, including long term, for mothers and their children.

The INSPIRE project aims to improve health outcomes for young Aboriginal and Torres Strait Islander people with youth onset type 2 diabetes. The research team is working in partnership with young people and their families, communities and health services to enhance mental health, wellbeing, and improved diabetes management for young Aboriginal and Torres Strait Islander young people aged 10-24 across Central Australia.

This position is based in Alice Springs and will involve travel to regional and remote areas of the Northern Territory and interstate with other staff members, for trips for up to 5 days once a month. The role will include liaising with participants and their families about the study, being a point of contact for study participants, and undertaking clinical assessments and health surveys with the study participants. The ability to work in a culturally responsive way with participants, families, and communities is central to this role.

PRIMARY RESPONSIBILITIES:

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

1. Lead recruitment of study participants and data collection, including coordination of participant appointments and clinical assessments (anthropometry, blood pressure), review of medical records, supporting participants with continuous glucose monitoring systems (CGMS), and completion of health-related questionnaires.
2. Undertake phlebotomy and specimen collection, from adults and children, and process and store pathology specimens for analysis and transport to laboratories and storage as required.
3. Effective communication with a range of stakeholders, study participants, Investigators and other members of the team.
4. Lead the planning and coordination of knowledge translation activities that help turn knowledge into practice, including working with stakeholders, sharing information in practical ways, and gathering feedback on how it is used. This may include health promotion and health education information to participants and families, communities, and health services.
5. Lead project engagement and research activities (project promotion, workshops and working groups) with Aboriginal and Torres Strait Islander young people, communities, and health services.
6. Maintenance and nurturing of existing relationships as well as the development of new working relationships with community stakeholders in established study sites.
7. Undertake procedures relevant to the research including obtaining informed consent, data collection and storage as well as management of information related to the study design.
8. Maintenance and updating of the research projects' standard operating procedures, ethics amendments and relevant partner agreements.
9. Ensure that duties are conducted in accordance with ethical, cultural and confidentiality requirements (including Australian Code for the Responsible Conduct of Research, and National Statement on Ethical Conduct in Human Research), and in line with Menzies Study Protocol and Standard Operating Procedures.
10. 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.

11. Carry out any other tasks as reasonably required by the Supervisor, Business Manager and/or Menzies Director.

SELECTION CRITERIA:

Essential:

1. Tertiary qualification in nursing or health sciences and/or previous experience in patient recruitment to a research project and demonstrated experience in collecting patient samples.
2. Current registration as a registered nurse or registered midwife with the Nursing and Midwifery Board of Australia and the Australian Health Practitioner Regulation Agency (AHPRA).
3. Extensive experience with the collection, processing and storage of biological samples, in adults and children.
4. Experience working in a culturally responsive manner with Aboriginal and Torres Strait Islander people, communities and organisations.
5. Strong record keeping abilities, including demonstrated ability to maintain confidentiality of data, personal and sensitive information, and exercise diplomacy and discretion when dealing with sensitive and confidential issues.
6. Demonstrated ability to assess and establish priorities, manage competing deadlines against expected timeframes, in a fast changing and fluid environment.
7. Demonstrated experience in research in accordance with Good Clinical Practice (GCP) Guidelines, Australian Code for the Responsible Conduct of Research, and National Statement on Ethical Conduct in Human Research.
8. Demonstrated high-level organisational skills, including well-developed record-keeping abilities, proven experience in meeting project objectives and deadlines.
9. Demonstrated initiative and capacity to work as part of a team, and independently without direct supervision as part of a multidisciplinary team.
10. Excellent verbal and written communication skills, including demonstrated interpersonal skills and a proactive attitude to relationship building with people from diverse cultures and a wide range of stakeholders.
11. High degree of computer literacy and experience using Microsoft Office Suite, smart phones and tablet use, with the ability to adapt to new software as required.

Desirable:

1. Experience in the delivery of health promotion programs/activities with a focus on diabetes and/or other chronic conditions
2. Experience working in the remote Northern Australian context.

COMMITMENT TO ABORIGINAL AND TORRES STRAIT ISLANDER WORKFORCE:

Menzies is committed to providing a culturally inclusive and supportive work environment, and ensuring our workforce is representative of the people with and for whom we work. We seek to amplify Aboriginal and Torres Strait Islander voices in all aspects of our work, and we strongly encourage Aboriginal and Torres Strait Islander peoples to apply for this position.

SPECIAL CONSIDERATIONS:

Please note 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: 30 April 2026

Research Nurse - Level 2		
PACKAGE COMPONENT	Minimum Value RN 2/1 (\$)	Maximum Value RN 2/4 (\$)
Gross Salary (position advertised as Research Nurse Level 2)	102,725	111,040
Superannuation (14% superannuation contribution depends on employee contributing 3% of pre-tax salary)	14,383	15,546
Salary Packaging Grossed Up (Based on utilising the full \$15,900 salary packaging component plus the \$2,650 Meal Entertainment Card.)	8,469	8,506
Leave Loading (Payable on the last pay before Christmas (first year will be a pro rata payment))	1,811	1,811
Total Salary Package	127,386	136,902