



Position	Research Fellow
Term of appointment	3 years FTE (part time negotiable)
Closing Date	14 <sup>th</sup> November 2008
Application Requirements	Covering letter addressing all selection criteria CV Referees Research project proposal Support from institutional head
Further Information	Professor David Roder Group Executive Research and Information Science Cancer Council SA T: 08 8291 4111 e: <a href="mailto:nsargent@cancersa.org.au">nsargent@cancersa.org.au</a>

Cancer Council SA (CCSA) is the state's leading non-government cancer control organisation, dedicated to ensuring that South Australians are reducing their cancer risk and receiving the best cancer care.

CCSA Research Fellowships are for three years depending on annual reports of satisfactory progress and are awarded on a competitive basis, to scientists / practitioners working in SA. The merit of the research project, the researcher's track record and evidence of support from the relevant host institution form part of the selection criteria.

The selection and award of CCSA Fellowships will be in line with current strategic initiatives.

Applications for a Research Fellowship are invited from researchers involved in any aspect of cancer control however CCSA has identified the following priority areas of research: cancer prevention, early detection, supportive care, epidemiology and community education. Applications in these areas are particularly encouraged.

The successful applicant for a Research Fellowship will have one to five years post doctoral experience or equivalent, be involved in cancer control research, have published in the scientific literature and be able to demonstrate support from the South Australian institution where the proposed research is to take place.

### **Grant payment**

A three year term payment, part time negotiable, ranging from \$79,860 to \$84,742. The payment is a contribution towards salary, maintenance and on-costs. It will be determined based on full time equivalent employment and depending on qualifications, postgraduate experience and institutional practice. Payment at part time will be pro-rata accordingly. An increase equivalent to 3% per annum for the period of the contract is available subject to satisfactory annual reports. All other conditions of employment will be met by the supporting Institution.

Other conditions of the Fellowship are: -

- The appointment is NOT renewable
- Commencement date is negotiable
- The Fellowship is awarded on the condition that your institution administers the grant.
- Any top up of salary is an agreement solely between yourself and your institution.
- The Fellowship will be paid each year in four instalments on receipt of a tax invoice from the administering institution.
- Any change in working hours is required in writing to CCSA by September of each year to ensure review within our budget timelines and adequate funding for your Fellowship.
- The Fellowship is awarded to enable a Fellow to work at a specified institution and department. In the case of a Fellow moving departments or institutions you must advise CCSA in writing immediately. CCSA will generally approve transfer to another institution or department within South Australia however reserves the right not to continue funding the Fellow.
- A fellow may terminate appointment by tendering in writing notice of a minimum of one month.

### **Intellectual Property**

Available on our website [www.cancersa.org.au](http://www.cancersa.org.au)

## **Annual Report**

CCSA requires an annual report demonstrating satisfactory progress with the research project. This report must be submitted by the last Friday of February each year. The **final report** is to be submitted within two months of the completion of the Fellowship. Report templates are available on our website or by contacting the Executive Assistant Research and Information Science ph: 08 8291 4297 email: [nsargent@cancersa.org.au](mailto:nsargent@cancersa.org.au). Failure to submit a report may affect salary payments until the report is received or future applications for funding.

We request that you advise us and provide a copy of any current or future publications resulting from your research carried out under funding from CCSA.

## **INSTRUCTIONS FOR APPLICANTS**

### **Closing Date for Applications is Friday 14<sup>th</sup> November 2008.**

A signed application must be submitted by the closing date addressed to:-

A/Professor Brenda Wilson  
Chief Executive  
Cancer Council SA  
PO Box 929  
UNLEY BC SA 5061

An electronic copy can be submitted as a word document to [nsargent@cancersa.org.au](mailto:nsargent@cancersa.org.au). An acknowledgement receipt will be forwarded once received.

Applicants will need to provide the following information:

- A covering letter, addressing all the selection criteria
- Details of the proposed project
- CV addressing research experience, previous research grants and a list of recent publications and presentations
- The names and contact details of three referees
- Evidence should be provided that the applicant's Institutional Head is prepared to support the proposed project, and to state that it is compatible with the applicant's interests, capabilities and career development needs and to agree that all other conditions of employment other than those outlined above, will be met by the supporting institution.

### **Referee reports**

Applicants must provide contact details of three referees. Please ensure your referees are aware of your intent to apply and have a copy of your application for when we contact them for a referee report.

### **Selection**

Selection will be based on the applicant's research track record, the scientific merit and ethical acceptability of the research project and its relevance to cancer and the applicant's capacity to act as an ambassador for CCSA. An interview will be conducted with short-listed applicants. CCSA reserves the right not to make an appointment.

### **Selection Criteria**

Applicants will be assessed against the following selection criteria:

1. An established career in cancer related research as demonstrated by:-
  - (i) the number and quality of publications in refereed journals;
  - (ii) presentations at National and/or International Scientific Meetings;
  - (iii) referee reports;
  - (iv) one to five years of post doctoral experience or equivalent;
  - (v) contributions to cancer control policy or practice.
2. Ability to plan, organise and execute research projects within a realistic time frame.
3. Ethical conduct with respect to research performed, documented and published.
4. Ethics Committee approval of the proposed research project.
5. Oral and written communication skills of high quality.
6. Ability to communicate effectively with a non-scientific audience.
7. Absence of any association with the Tobacco Industry.
8. Capacity to act as an ambassador for the Cancer Council SA.

**Assessment**

All applications will be reviewed by an interview panel comprising Group Executive Research & Information Science, Chairman Research Committee and two members of CCSA Research Committee. CCSA reserves the right to remove applications that are clearly non-competitive or do not address the selection criteria. Applications will be ranked independently against the selection criteria and generally the 3 or 4 highest ranked applicants will continue to interview. The interview will be approximately 30 – 45 minutes in length. The panel will make recommendations to the Research Committee who will approve the final appointment.

**Other funding**

Fellows are able to apply for other funding awards such as travel grants however if they are successful for funding for the same research project from other organisations applicants must advise CCSA. Funding is only available from one source for the same project.

**Media**

CCSA provide our supporters with information of our current research and successful applicants would be expected to assist with promotion in the community of CCSA research activities. We also request that you advise CCSA, before release, of any media surrounding your research project that has not been orchestrated by CCSA PR. CCSA support must be acknowledged in all media promotion of research findings. CCSA media liaison contact is Jessica Playford e: [jplayford@cancersa.org.au](mailto:jplayford@cancersa.org.au) t: 08 8291 4111.

**CCSA Contact**

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