

Position Description

Research Nurse – Airways disease/Asthma

Classification:	Research Nurse Level 1 (RN 10 to RN 17)
Business unit/department:	Department of Respiratory and Sleep Medicine and Institute for Breathing and Sleep (IBAS)
Work location:	Austin Hospital ☒ Heidelberg Repatriation Hospital ☐ Royal Talbot Rehabilitation Centre ☐ Other ☐ (please specify)
Agreement:	Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2024-2028
	Choose an item.
	Choose an item.
Employment type:	Fixed-Term Part-Time
Hours per week:	19, for at least 12 month period with potential to extend.
Reports to:	Adj Assoc Professor Joy Lee, Professor Christine McDonald
Direct reports:	N/A
Financial management:	Y2025 Kieth Behm Bequest
Date:	June 2026

Austin Health acknowledges the Traditional Custodians of the land on which we operate, the Wurundjeri Woi Wurrung People of the Kulin Nation. We pay our respects to Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples.

Position purpose

This Research Nurse role will primarily contribute to a range of research activities within the Asthma and Allergy service, co-located within the Department of Respiratory and Sleep Medicine and IBAS.

The Keith Behm Acute Asthma research project aims to improve acute asthma care in the emergency department by delivering and implementing interventions to provide excellent care for patients presenting to Austin health with acute asthma. This role will be within a multidisciplinary research team comprising respiratory physicians, emergency department physicians and nurses and a post-doctoral research fellow/project manager.

This role also supports other clinical trials activities and MRFF funded projects for IBAS. This includes but not limited to clinical trial recruitment and intervention delivery for the ENGAGEMENT trial, audit of acute asthma emergency presentations and acute asthma care quality improvement initiatives.

About the Directorate/Division/Department

The Institute for Breathing and Sleep (IBAS) is an incorporated not-for-profit organisation with the mission of promoting, facilitating, and coordinating research and education in respiratory and sleep health.

The objectives of the Institute are to:

- Promote and provide a focus for research and education in respiratory and sleep health
- Reduce morbidity and mortality and improve quality of life for persons with respiratory and sleep disorders
- Promote occupational health, driver safety and clean air through respiratory and sleep health programs
- Provide leadership and education in respiratory and sleep health
- Attract, co-ordinate and manage funding programs for research and education in respiratory and sleep health

IBAS is located on the grounds of the Austin Hospital and enjoys a mutually supportive and beneficial relationship with Austin Health.

Position responsibilities

1. Plan, implement and coordinate a range of research and administrative tasks including providing research support services, scheduling patients, administering trials, treatments or questionnaires, data collection, input and analysis and preparing results in accordance with established research objectives, timeframes and protocols.
2. Conducting interviews with patients, their carers and health professionals in different care settings (face to face, telephone, video conference)
3. Data entry (both hardcopy and electronic), data cleaning, and other administrative duties as required from time to time.
4. Provide supervision, training and guidance to staff where applicable, including overseeing compliance with technical or research standards and protocols.
5. Keep abreast of developments, activities and protocols in relevant research areas through liaison with staff and peers, reading relevant literature and attending meetings and seminars
6. Prepare reports and other documentation for research leaders, committees, funding bodies and other relevant stakeholders
7. Ensure compliance with established research methodology, policy, protocols, OHS and regulatory requirements and take steps to identify and minimise OHS risks where appropriate
8. Actively participate in and implement continuous improvement activities relating to project, research or technical procedures and quality assurance standards
9. Build and sustain effective working relationships with a network of colleagues, research collaborators and other stakeholders to support and facilitate research objectives
10. Other duties as directed from time to time

Selection criteria



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Essential skills and experience:

- Intermediate to advanced computer skills
- Excellent verbal and written communication skills
- Commitment to ethical behaviour, conduct and best practice
- Excellent organisational skills, including the ability to set priorities, manage time and plan work to meet deadlines
- Excellent project coordination skills with the ability to support projects through to completion in accordance with agreed standards and timeframes
- Demonstrated ability to work as an effective member of a team as well as the ability to exercise high levels of independence, judgement and initiative
- Proven ability to adhere to protocols, standards and guidelines, including a thorough understanding of confidentiality, privacy and research ethics principles as required

Desirable but not essential:

- Previous medical experience in Australian practice and experience in airways disease management preferred, but not essential
- The ability to interact with a diverse range of stakeholders and negotiate positive outcomes to complex issues
- Experience with quality improvement and audit cycle
- Experience in delivering patient education
- Postgraduate qualifications desirable (eg Masters)

Professional qualifications and registration requirements

- Current unrestricted nursing registration with AHPRA (Div.1)
- Registered Nurse/ Enrolled Nurse (RN/EN) qualifications

Quality, safety and risk – all roles

All Austin Health employees are required to:

- Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality and risk policies and guidelines.
- Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.
- Comply with requirements of National Safety and Quality Health Service Standards and other relevant regulatory requirements.

Other conditions – all roles

All Austin Health employees are required to:

- Adhere to Austin Health's core values: *our actions show we care, we bring our best, together we achieve, and we shape the future.*
- Comply with the Austin Health's Code of Conduct policy, as well as all other policies and procedures (as amended from time to time).



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- Comply with all Austin Health mandatory training and continuing professional development requirements.
- Provide proof of immunity to nominated vaccine preventable diseases in accordance with Austin Health's immunisation screening policy.
- Work across multiple sites as per work requirements and/or directed by management.

General information

Cultural safety

Austin Health is committed to cultural safety and health equity for Aboriginal and/or Torres Strait Islander People. We recognise cultural safety as the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and cultural sensitivity. It empowers people and enables them to contribute and feel safe to be themselves.

Equal Opportunity Employer

We celebrate, value, and include people of all backgrounds, genders, identities, cultures, bodies, and abilities. We welcome and support applications from talented people identifying as Aboriginal and/or Torres Strait Islander, people with disability, neurodiverse people, LGBTQIA+ and people of all ages and cultures.

Austin Health is a child safe environment

We are committed to the safety and wellbeing of children and young people. We want children to be safe, happy and empowered. Austin Health has zero tolerance for any form of child abuse and commits to protect children. We take allegations of abuse and neglect seriously and will make every effort to mitigate and respond to risk in line with hospital policy and procedures.



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