

Austin Health Position Description



Position Title: Research Nurse – Infectious Diseases

Classification:	Research Nurse Level 1-2 (based on experience)
Business Unit/ Department:	Infectious Diseases Department
Work location:	Austin Health <input checked="" type="checkbox"/> Heidelberg Repatriation <input type="checkbox"/> Royal Talbot <input type="checkbox"/> Other <input type="checkbox"/> (please specify)
Agreement:	Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2024-2028
Employment Type:	Part-Time
Hours per week:	24-30 hours per week
Reports to:	Research Manager, Department of Infectious Diseases; Director, Department of Infectious Diseases
Direct Reports:	No direct reports
Financial management:	Budget: N/A
Date:	April 2025

About Austin Health

Austin Health is one of Victoria's largest health care providers. We deliver services for patients across four main sites in Melbourne, in locations across our community, in people's homes, and within regional hospitals across Victoria. We are an internationally recognised leader in clinical teaching, training, and research, with numerous university and research institute affiliations.

We employ approximately 9,500 staff and are known for our specialist work in cancer, infectious diseases, obesity, sleep medicine, intensive care medicine, neurology, endocrinology, mental health, and rehabilitation.

Our vision is to shape the future through exceptional care, discovery, and learning. This is supported by our values which define who we are, shape our culture and the behaviours of our people.

We aim to provide an inclusive culture where all staff can contribute to the best of their ability and strive to develop further. We recognise that our people are our greatest strength. We want them to thrive, be their best selves and feel engaged, safe, and empowered. To achieve this, diversity and inclusion is essential to our culture and our values. You can view our current Diversity and Inclusion Plan [here](#).

Commitment to Gender Equality

Austin Health is committed to gender equality in the workplace. In developing our [Gender Equality Action Plan](#) we have been guided by the gender equality principles set out in the Gender Equality Act 2020 (Vic). We believe that everyone should live in a safe and equal society, have access to equal power, resources and opportunities and be treated with dignity, respect, and fairness.

About Infectious Diseases Research

The Department of Infectious Diseases and Immunology provides care to inpatients and outpatients at Austin Health and the Mercy Hospital for Women, medical infection control advice for these two institutions and has an active research program in important areas such as antibiotic allergy and resistance, virology, COVID-19, genomics and transplant infectious diseases.

Position Purpose

An opportunity has arisen for a Research Nurse to join the Infectious Diseases Research Team at Austin Health, a small team of nurses, scientists, pharmacists and clinicians conducting hospital-based clinical research.

The successful applicant will be assigned to work on a longitudinal biobanking study for pandemic vaccinees. This will involve travelling to associated aged care facilities in the North-East and recruiting residents to participate in the study. Willing participants will have a thorough informed consent discussion with the applicant and donate blood, saliva and fluid samples at a number of time points.

The applicant will be required to have a current driver's license and their own vehicle for travel. They will need to have strong venipuncture skills to obtain blood samples. Accurate documentation, record keeping and time management is required to coordinate this study. Support will be provided by the Research Manager and other Research Nurses in the department.

The applicant may also assist with other clinical trials and observational studies being conducted in the department from time to time.

Purpose and Accountabilities

Role Specific:

- Recruiting research participants and coordinating study visits, on-site and off-site

- Conducting informed consent with participants for research projects
- Collecting research samples, including blood, saliva and nasal fluid samples
- Collecting data and entering data into a database
- Ensuring study adherence to ICH-GCP principles
- Assisting with the maintenance of essential study documents and filing systems
- Ensuring tracking spreadsheets are kept updated
- Attending study meetings and providing updates on progress to the Principal Investigator and Research Manager
- Liaising with other departments internally and other research teams externally
- Assisting with ethics and governance submissions if requested

All Employees:

- Comply with Austin Health [policies & procedures](#) as amended from time to time
- Comply with the Code of Conduct and uphold our values, and diversity and inclusion commitments.
- Maintain a safe working environment for yourself, colleagues, and members of the public. Escalate concerns regarding safety, quality, and risk to the appropriate staff member, if unable to rectify yourself
- Comply with the principals of patient centered care.
- Comply with Austin Health mandatory training and continuing professional development requirements.
- Work across multiple sites as per work requirements and/or directed by management.

Selection Criteria

Essential Knowledge and skills:

- Tertiary nursing qualification and current nursing registration
- Current driver's licence and vehicle
- Strong venepuncture skills
- Strong organizational and time management skills
- The ability to work autonomously and within a team
- The ability to be resourceful and demonstrate initiative
- Highly developed interpersonal and communication skills (written, verbal)
- Confidence with computers, particularly Office 365

Desirable but not essential:

- At least 1 year of experience working in clinical research
- Strong understanding of ICH-GCP principles and research ethics
- Experience with database management and clinical research data entry
- Experience with REDCap
- Experience with consenting patients for research

General Information

Austin Health is a Child Safe Environment

Austin Health is committed to child safety. We want children to be safe, happy, and empowered. We support and respect all children, as well as our staff and volunteers. Austin Health has zero tolerance of child abuse, and all allegations and safety concerns will be treated seriously in line with legal obligations and our policies and procedures.

Equal Opportunity Employer

Austin Health is committed to diversity and inclusion in employment and is proud to encourage applications from people of different backgrounds, abilities, ages, genders, gender identities and/or sexual orientations.

Austin Health acknowledges the Traditional Owners of the lands we work on and pay our respects to Elders past and present.

We welcome applications from people with disability and aim to provide an inclusive and accessible workplace. If you need any help with the application process or would like to discuss your reasonable adjustments during interviews, please let us know.

We welcome applications from Aboriginal and Torres Strait Islander peoples. For any support throughout the recruitment process or further information about working at Austin Health, please follow this link to Aboriginal Employment on our [website](#).

Document Review Agreement

Manager Signature	
Employee Signature	
Date	