# JOB DESCRIPTION
# TELETHON KIDS INSTITUTE

| **Why is this Job Description being written?** | ☐ New Position ☒ Replacement Position ☐ Position re-designed ☐ Position not previously described |
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| **POSITION DETAILS:** | **Position Title:** | **BIOSTATISTICIAN** | |
|---|---|---|---|
| **Division:** | Chronic and Severe Diseases | **Department:** | P4 Respiratory Health for Kids |
| **Position reports to:** (role) | Team Leader, P4 Respiratory Health for Kids | | |
| **Location:** *include all possible locations* | 100 Roberts Road Subiaco / 15 Hospital Avenue, Shenton Park (as at August 2018) | | |

**POSITION PURPOSE:** In one or two sentences briefly summarise the overall purpose of this role, i.e. broadly, **what** this role does and **why**

The biostatistician provides statistical guidance and support in respiratory disease including the design of epidemiological and clinical studies, analysis of study data and reporting of results. The role also involves contributing to other areas of TKI's operation, e.g. funding applications, education and committee membership, where statistical issues are relevant.

| KEY RESPONSIBILITY AREAS *(Please list in order of importance)* | | | | |
|---|---|---|---|---|
| **Key Position Accountabilities** <br> What are the main areas for which the position is accountable | **% of Total Role** | **Inputs:** <br> What are the key activities or tasks to be carried out? | **Outputs:** <br> What are the expected end results? | **Measures:** <br> How it is measured |
| **Statistical guidance and support** | 70 | • Liaise with investigators on the design of clinical and epidemiological studies in respiratory disease, including randomised controlled trials <br> • Advise on and, where necessary, perform statistical analyses of study data <br> • Interpret results and contribute to the preparation of journal articles/reports <br> • Provide input into database design for various research projects | • Studies appropriately designed to address research questions posed <br> • High quality manuscripts suitable for publication | • Statistical techniques applied appropriately, accurately and efficiently <br> • Demonstrated ability to interpret and communicate results clearly |
| **Grant application support** | 10 | • Contribute to the preparation of research proposals for submission to external funding bodies | High quality grant proposals with optimal funding | Success in securing funding or, where unsuccessful, positive assessment of statistical aspects of proposals |
| **Committee membership** | 10 | • Provide statistical advice to scientific/ethics committees to assist with the assessment of research proposals <br> • Co-chair for AREST CF Data Management Committee | Improvement in the scientific quality of proposals | Positive feedback from applicants and other committee members |
| **Presentations** | 5 | • Present research findings to internal and external meetings, seminars and conferences | High quality presentations | Positive feedback from attendees |
| **Training and student supervision** | 5 | • Prepare training material and conduct statistics training courses for staff and students across the Institute campus | A campus-wide improvement in understanding of statistical issues and the ability to perform simple analyses | Positive feedback from attendees |

## ESSENTIAL SKILLS, KNOWLEDGE AND EXPERIENCE:

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| **Qualifications:** what are the minimum educational, technical or professional qualifications required to competently perform role | A postgraduate degree in Biostatistics or other relevant discipline |
| **Skills, Knowledge & Experience:** | • Experience in the application of statistical methods to the analysis of health data<br>• Experience with one or more statistical software packages (e.g. R, STATA, SAS, SPSS) for manipulation and analysis of data<br>• Interest in the application of statistical methods to the analysis of health and biological data<br>• Demonstrated ability to work independently as well as in a team environment and contribute to a harmonious and motivated work environment<br>• Demonstrated ability to pay attention to detail and ensure work is of high quality<br>• Excellent written and verbal communication skills |

## DESIRABLE SKILLS, KNOWLEDGE AND EXPERIENCE:

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|---|---|
| **Qualifications:** what are the minimum educational, technical or professional qualifications required to competently perform role | A PhD in Biostatistics or other relevant discipline |
| **Skills, Knowledge & Experience:** | • Track record of co-authoring scientific publications<br>• Familiarity with the design and analysis of randomized controlled trials<br>• Familiarity with modern classification and regression techniques or any form of data mining<br>• Familiarity with the modelling of hierarchical and/or longitudinal data. |

## SCOPE:

**Financial accountability:** Does this role have accountability for a budget?

• No

**People responsibility:** Does this role have any direct reports or indirect reports (through direct reports)?

| No. of direct reports | 0 | No. of indirect reports | 0 |
|---|---|---|---|

Next level of supervision

| Head, Respiratory Health |

Immediate level of supervision

| Team Leader P4 Respiratory Health for Kids |

Other roles reporting to immediate supervisor

| | Program Manager | Biostatistician | Post-doc Research Fellow | | |

Direct reports (role x no.)

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**ADDITIONAL INFORMATION:** is there any additional information that needs to be understood to explain this role?