

Head of Research

Tenure/Status:	Permanent Full-time	Location:	AEIOU Central Office, Spring Hill
Classification:	Salary	Probation Period:	6 months
Reporting to:	Chief Executive Officer (CEO)	Other:	

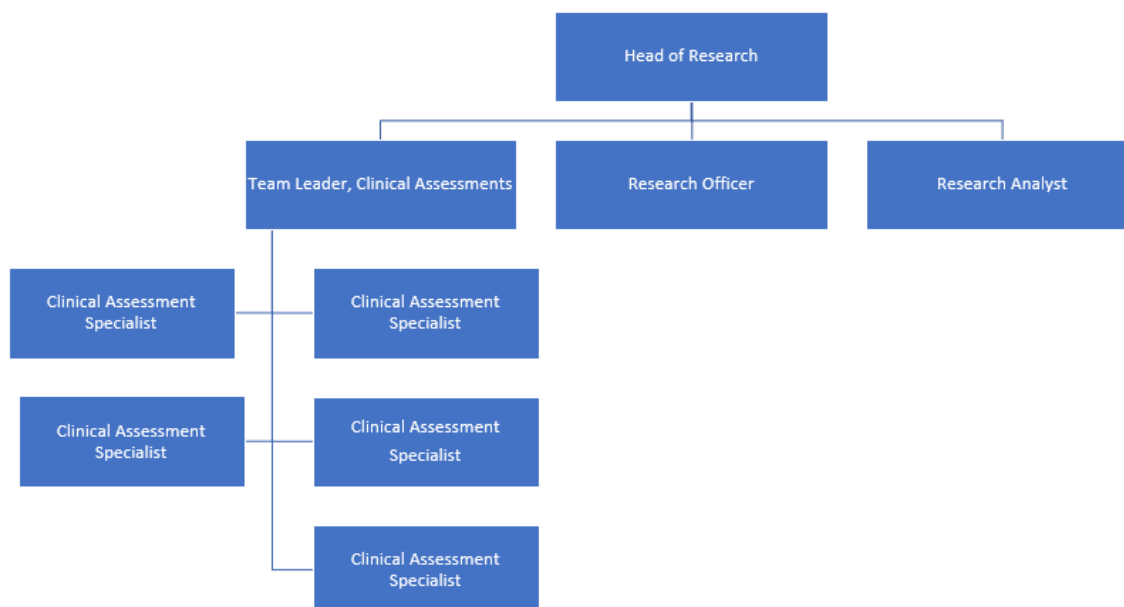
Position Purpose

AEIOU Foundation’s evidence-based intensive early intervention program provides opportunities for children with autism to achieve lifelong outcomes.

Our program is designed for children aged 2 to 6 years who have moderate to severe needs. Our curriculum, which meets international standards, is delivered by a transdisciplinary team of qualified therapists and educators, with a high staff-to-child ratio.

The incumbent will work as the Head of Research to deliver gold-standard clinical assessment to autistic children and use this data to drive research and the strategic priorities of the AEIOU Foundation. This role is required to provide direction, leadership and advice to the research team, the Chief Executive Officer, Executive Leadership Team (ELT), and the Board.

Reporting Relationships



Responsibilities

Area	Responsibilities
Leadership & Culture	<ul style="list-style-type: none"> • Perform a key role in the AEIOU ELT collectively setting and reviewing the organisation’s research strategy in consultation with the CEO & the Board. • Provide expert consultation to the AEIOU ELT and Board on research matters. • Leverage the AEIOU database of over 1,000 autistic children and their families to ensure AEIOU is a leading national source of information regarding the intervention and education of children aged 2-5 with Autism. • Collaborate with the executive and senior leadership at AEIOU to advocate for early intervention and access to effective, developmentally sensitive services for our clients. • Provide a high level of support and supervision to a team of research and assessment professionals including mentoring and coaching of emerging talent to support professional development and encourage connection and collaboration with all AEIOU departments. • Ensure that all research and assessment projects and initiatives at AEIOU are managed on time, on budget and deliver agreed outcomes. • Advise internal stakeholders on how AEIOU policy positions might best result in positive outcomes for children aged 2-6 with autism, based on research findings. • Provide secretariat support to the AEIOU Research and Innovation Committee (ARIC). • Provide supervision to research students in partnerships with external collaborators.
Research & Evaluation	<ul style="list-style-type: none"> • Develop & implement a research and assessment operational plan that is aligned with the AEIOU purpose and strategic plan. • Foster effective collaborations with researchers, expert practitioners and service users that will directly benefit the children and families that AEIOU works with. • Contribute to academic reports (including but not limited to ARIC), publish articles, and deliver conference presentations. This includes peer-reviewed publications, and media outlets. • Ensure that all research and evaluation conducted at AEIOU is ethical. • Manage AEIOU’s assessment program, including conducting standardised assessments, using this and other related research data to evaluate outcomes of AEIOU’s program. • Work in partnership with ARIC on the successful delivery of the ARIC strategic plan. • Effectively manage the Digital Data Base, ensuring excellent quality data capture and storage. • Coordinate and undertake research across AEIOU sites, including: <ul style="list-style-type: none"> ○ meeting AEIOU Foundation’s commitments to existing research arrangements; and ○ developing and implementing assessment processes in accordance with NDIS requirements.
Stakeholder Engagement	<ul style="list-style-type: none"> • Incorporate stakeholder participation (stakeholders in this instance may be staff, services, children, families or the community) in identifying relevant research questions and key areas for practice and clinical improvement. • Manage and expand the formal research partnerships AEIOU holds. • Facilitate relationships between AEIOU and other collaborators including national research centres, key academics, and other industry researchers.

Area	Responsibilities
	<ul style="list-style-type: none"> • Work closely with the AEIOU CEO & ELT to build robust, sustainable, and effective relationships with key policy makers and service system designers in government. • Develop and maintain links with AEIOU staff, families, other ASELCCs and relevant community and institutional stakeholders (e.g. universities, hospitals, etc.)
Continuous Improvement	<ul style="list-style-type: none"> • Include stakeholder participation (stakeholders in this instance may be staff, services, children, families or the community) in the design and evaluation of Research and Assessment, where appropriate. • Produce an agreed set of measures that will identify how effective the 'AEIOU Research Plan' is at achieving specified outcomes. • Contribute to the writing of grant proposals and seek external funding for research projects • Identify, implement and monitor strategies and KPIs to ensure the growth and financial sustainability of the Assessment Clinic.

Key Stakeholders

- Chief Executive Officer
- Executive Leadership Team
- Senior Leadership Team
- Centre Management Team
- AEIOU Board & Sub Committee/s
- Central Office Departments
- All employees
- Finance/Payroll
- External Partners e.g., vendors, Service Providers, IR Legal Counsel
- Union Representatives

Organisational responsibilities

- To adopt and embrace the organisation's values and comply with the AEIOU Code of Conduct at all times.
- To comply with all AEIOU policies and procedures at all times.
- A commitment to meeting and exceeding customer expectations.
- To ensure the environment is kept in a safe and hygienic state at all times.
- To promote AEIOU to the local and wider communities.
- A commitment to work as an effective team member.
- To assist team members in understanding and responding to challenges, change and conflict.
- To ensure that all communication is completed in a professional and polite manner.
- To follow and practice correct fire and emergency evacuation procedures.
- To consider Workplace, Health & Safety at the service at all times.

Selection Criteria

Preferred qualification(s):

- Postgraduate or research higher degree in special education, psychology or a related discipline.
- Experience or high-level knowledge of autism.
- Experience in conducting quantitative research including all stages of the research process (eg. ethics, data analysis, manuscript preparation).

Essential licence(s):

- Open QLD driver's licence
- QLD: Ability to obtain Positive Blue Card
- SA: Positive Working with Children Check
- ACT: Positive Working with vulnerable people (WWVP) registration
- NDIS Worker Screening Check (when applicable)
- COVID Vaccinations

- Knowledge of clinical outcome data as related to behavioural and intellectual assessments of young children.
- Organisational skills of a high order.
- Capacity to work independently and as a team member.
- Demonstrated high level of interpersonal and communication skills.
- Registration as a psychologist with the Australian Health Practitioner Registration Board (desirable).

Competencies

Leads Strategically	Thinks strategically and contributes to the broader purpose and growth potential of the organisation
Leads change in a complex environment	Demonstrates support for changes needed to improve the organisations effectiveness
Builds enduring relationships	Builds and sustains relationships to enable the collaborative delivery of client centred thinking outcomes
Drives accountability and outcomes	Demonstrates accountability for the execution and quality of results through professionalism, persistence and transparency
Develops talent	Coaches and develops individuals and teams
Demonstrates sound governance	Maintains a high standard of practice through governance and risk management
Fosters a healthy and inclusive workplace	Fosters an inclusive workplace where health, safety and wellbeing is promoted and prioritised
Pursues continuous growth	Pursues opportunities for growth through learning and development of self-awareness using “Reflective Practice’ principles



