Position Description

Division Head, Knowledge Exchange
Sax Institute

The Position

The Head, Division of Knowledge Exchange is one of three senior executive positions within the Sax Institute, reporting to the CEO and responsible for the Institute's programs in knowledge and research brokering, research reviews, and exchange between researchers and policy agencies. The Sax Institute has a national and international reputation in knowledge exchange for health and the Division Head will lead an experienced team that already has established strong links to more than 30 policy agencies.

The Head will be responsible for developing and implementing the Sax Institute's programs in knowledge exchange to ensure that the Sax Institute stays at the forefront of developments in increasing the use of evidence from research in policy and the conduct of research relevant to policy.

The appointee will be based at the Sax Institute, Haymarket, Sydney.

Background

The Sax Institute was established in 2002 as an independent, not for profit organisation. It is a national leader in the promotion of empirical, research-based evidence in the development and implementation of health policy. With a membership of 36 public health groups, health services research groups and universities, the Institute aims to be the link between health researchers and policy makers, providing both with the tools to collaborate more effectively for the health benefits of Australians.

Key Responsibilities

- Develop and implement a strategic plan for knowledge exchange programs in the Sax Institute that includes priorities, opportunities for innovation and growth, funding and staffing

- Lead the development and testing of new knowledge exchange initiatives, drawing on and contributing to the findings of an NHMRC-funded Centre of Research Excellence in increasing the use of research evidence in policy (CIPHER)

- Oversee the further development and implementation of the Institute's established flagship programs in research to policy brokerage including Evidence Check, Evidence Make and Pulse

- Manage and develop programs to foster exchange between researchers and policy makers. These currently include the Hospital Alliance for Research Collaboration, the Coalition for Research to Improve Aboriginal Health and a tailored exchange program

- Develop and implement research brokerage programs to enable policy agencies to identify, partner in and commission new research relevant to their needs.

- Lead Division staff (currently around 7 people) to ensure that the knowledge exchange programs operate effectively and to a high standard

- Provide support to internal researchers involved in policy relevant research at the Sax Institute, particularly as it relates to knowledge exchange, in association with other executive staff

- Contribute to the internal research program at the Sax Institute, including developing his or her own research in the area of knowledge exchange, and leading research funding applications and the writing of scientific papers

Key Selection Criteria

The successful applicant will have a passion for knowledge exchange and wish to play a national and international leadership role in this area. S/he will be an experienced manager with considerable experience in working with policy agencies and government. The successful applicant will have experience in leading research relevant to knowledge exchange and will preferably hold a PhD or equivalent.

Appointment & Remuneration

The position will be offered for five years with a salary commensurate with a Level E (Professorial) academic appointment.

Application Guidelines

To register your interest, please send to elaineconnor@jofisher.com:

1. A brief covering letter clearly quoting **SAXdhk0412;** and

2. A complete current CV stating responsibilities and achievements against each role you have held.

Specific responses to the Selection Criteria providing examples of demonstrated experience and capabilities will be required at a later stage of the process, as will referee reports.