POSITION DESCRIPTION

Position Title	**Director of Medical Oncology Research (Neil Beauglehall Endowed Chair)**
Reports to (Title)	**Group Director, Cabrini Research Institute**
Department	**Medical Oncology Research (Cabrini Research / Cancer Services)**
Employment Type	**Part-time (0.4 FTE)**
Position Location	**Cabrini Malvern, with outreach across Cabrini campuses**
Award/Agreement	**Salary & Conditions in accordance with Contract of Employment**
Direct Reports	Research Program Leads, Clinical Trials Manager, Senior Research Nurses, Biostatistics and Data Management leads

Position Summary & Role Purpose

Background
The Medical Oncology Research Department runs a broad translational cancer research program, built on Cabrini being Victoria's second-largest cancer service and the largest private cancer service in Australia. The department is the most active in Cabrini Research, supporting about 100 active clinical trials, involving most cancer types and new drug development. It has close ties with Monash University, being part of the Monash Partners Comprehensive Cancer Consortium (MPCCC), a partner in the Academic Department of Cancer Medicine in the School of Translational Medicine and has multiple translational research programs with the Biomedicine Discovery Institute. The department takes Advanced Trainees in Medical Oncology, who combine clinical care with research exposure, teaching and journal clubs.

Position Purpose
The Director of Medical Oncology Research provides clinical, scientific and strategic leadership for Cabrini's medical oncology research portfolio. The role is accountable for building a high-quality, financially sustainable research program that improves outcomes for people with cancer, expands patient access to innovative therapies and trials, and strengthens Cabrini's reputation as a leader in translational and clinical cancer research.

The Director of Medical Oncology Research is responsible for the research vision, leads investigator-initiated and commercially sponsored clinical trials, drives partnerships with universities, hospitals, industry and national research networks, and ensures that research is conducted to the highest ethical, regulatory and safety standards, in keeping with Cabrini's mission and values.

Key Accountabilities

1. Strategic and Scientific Leadership

- Enact the current Strategic Research Plan 2026-2030 (or subsequent versions), aligned with Cabrini's strategic priorities and the national cancer research agenda.
- Identify priority research themes (for example precision oncology, immunotherapy, early-phase trials, real-world evidence, supportive care and survivorship, health services research, and responsible adoption of AI and data-driven methods).
- Champion translational research pathways that connect laboratory discovery, biobanking and genomic profiling with clinical trials and patient care.
- Represent Cabrini at national and international forums, collaborative groups and funding bodies.

2. **Clinical Trials and Research Delivery**
    - Oversee the full portfolio of Phase I to IV, investigator-initiated, cooperative group and commercially sponsored trials.
    - Ensure timely study start-up, recruitment, retention, data quality and close-out, with clear performance metrics (activation time, accrual versus target, protocol deviation rates, query turnaround).
    - Act as, or appoint, Principal Investigators and ensure appropriate delegation, training and supervision of investigators and research staff.
    - Develop pathways that improve equitable patient access to trials, including patients from regional, culturally and linguistically diverse, and First Nations communities.

3. **Governance, Ethics and Compliance**
    - Ensure all research complies with the National Statement on Ethical Conduct in Human Research, ICH Good Clinical Practice, the Therapeutic Goods Act and TGA requirements (including the Clinical Trial Notification and Approval schemes), Victorian privacy and health records legislation, and the Australian Code for the Responsible Conduct of Research.
    - Maintain effective relationships with the Human Research Ethics Committee (HREC), Research Governance Office and the National Mutual Acceptance scheme.
    - Ensure robust safety reporting, risk management, audit readiness and inspection preparedness, aligned with the National Safety and Quality Health Service (NSQHS) Standards.
    - Promote research integrity, data security, consent practices and the responsible secondary use of clinical and genomic data.

4. **People and Culture**
    - Provide inspirational, values-based leadership and foster a collaborative, inclusive and psychologically safe research culture.
    - Recruit, develop, mentor and retain medical, scientific, nursing and administrative research staff.
    - Supervise and support research fellows, registrars, honours, master's and PhD students, and promote career pathways for clinician-researchers.
    - Manage performance, workload and wellbeing of department staff in accordance with Cabrini policy and relevant industrial instruments.

5. **Financial and Resource Management**
    - Develop and manage the department budget, including grant income, commercial trial revenue, philanthropic funds and operating costs.
    - Negotiate clinical trial agreements and budgets to ensure full cost recovery.
    - Lead grant strategy and success with NHMRC, MRFF, Cancer Council Victoria, Victorian Cancer Agency, industry and philanthropic funders.
    - Work with the Cabrini Foundation and development teams to attract philanthropic investment.

6. **Partnerships and Collaboration**
    - Build and sustain partnerships with universities, medical research institutes, other health services, cooperative trials groups and industry.
    - Contribute to multi-site and national infrastructure initiatives, including shared biobanking, genomic profiling and data platforms.
    - Foster consumer and community involvement in research design, priority setting and dissemination.

7. **Research Output, Education and Translation**
    - Maintain an active, nationally recognised research profile, with publications, presentations and grant leadership.
    - Ensure research findings are translated into clinical guidelines, models of care and practice improvements.
    - Contribute to clinical education, teaching and academic activities in partnership with affiliated universities.

Decision-Making Authority

The Director of Medical Oncology Research has delegated authority for departmental budget, recruitment and staffing within approved establishment, trial feasibility and Principal Investigator allocation, and research priorities within the approved strategic plan. Matters involving contracts beyond delegation, major capital, significant reputational or ethical risk, or changes to strategic direction are escalated to the Group Director Cabrini Research Institute.

Clinical Practice

It is expected that the role will hold and maintain an active clinical practice at Cabrini in medical oncology, aligned with their specialty expertise. This includes delivering safe, high-quality, patient-centred care and participating in multidisciplinary meetings, agreed on-call arrangements and relevant clinical governance activities.

Organisational Relationships

Internal: Executive Director Cabrini Research; Group Director Medical Services and Clinical Governance; Heads of Research Departments, Research Governance Office; Finance; Cabrini Foundation; Quality and Risk.

External: Affiliated universities and academic departments; peer hospitals and research institutes; cooperative trials groups; pharmaceutical and biotechnology sponsors and CROs; funding bodies; state and national regulators; consumer and community representatives.

Key Competencies

The Director of Medical Oncology Research must demonstrate the following requirements:

Essential

- Medical degree with current registration with the Medical Board of Australia (AHPRA) and Fellowship of the Royal Australasian College of Physicians (FRACP) in Medical Oncology.
- An active medical oncology practice at Cabrini Health.
- An academic appointment at Monash University.
- A sustained record of high-quality research, including peer-reviewed publications, competitive grant success and leadership of clinical trials.
- Demonstrated experience as Principal Investigator across investigator-initiated and commercial trials, with current GCP certification.

Desirable

- Experience in early-phase trials, precision oncology, genomics or translational research.
- Experience building research infrastructure, biobanks or data platforms.
- Track record of successful industry partnerships and philanthropic engagement.

- Formal leadership training (for example AICD, a health executive or MBA qualification).
- Experience using data science and AI methods responsibly in clinical research.
- Proven leadership of multidisciplinary teams, including budget and people management.
- In-depth knowledge of Australian research governance, ethics and regulatory frameworks.
- Excellent communication, negotiation and stakeholder engagement skills, with the ability to influence at executive and board level.

Key Performance Indicators

Domain	Indicative measures
Trial delivery	Number of open trials, recruitment versus targets, study start-up times, proportion of patients enrolled on trials
Research income	Competitive grant, commercial and philanthropic income against budget
Output and impact	Peer-reviewed publications, presentations, guideline or practice changes
Governance	Audit outcomes, safety reporting timeliness, protocol deviation rates, accreditation results
People	Staff engagement, retention, trainee and student supervision outcomes
Partnerships	New collaborations, multi-site studies, consumer engagement initiatives
Financial	Department financial performance and cost recovery

Conditions of Employment

Salary and conditions in accordance with the Cabrini Contract of Employment

Staff Development

- Participate in professional development programs.
- Maintain own skills and knowledge.
- Remain up to date with contemporary human resources practices.
- Contribute to the Cabrini professional development program as required.
- Participate in performance reviews in accordance with Cabrini policy.

Cabrini Mission, Values and Vision

Our mission

WHO WE ARE
We are a Catholic healthcare service inspired by the spirit and vision of Mother Cabrini and the Missionary Sisters of the Sacred Heart of Jesus.

WHAT WE BELIEVE
We are a community of care, reaching out with compassion, integrity, courage and respect to all we serve.

WHAT WE DO
We provide excellence in all of our services and work to identify and meet unmet need.

Cabrini Mission, Values and Vision – Cont.

Our values

Our values form the base of our mission, are built around what we believe and drive how we act. They are drawn from Mother Cabrini's life and reflect her heart, her spirit, her conviction and her approach.

Compassion

Our drive to care is not just a professional duty to provide excellent quality care but is born of a heartfelt compassion for those in need, motivated by God's love for all people.

- We care deeply about each and every person we serve.
- We respond willingly and positively to help meet the needs of those around us.
- We put people first as we look to provide extra support and care, beyond our professional duties.
- We promote a sense of belonging and community.

Integrity

We believe in the power of hope to transform people's lives and remain faithful to the bold healing mission and legacy of Mother Cabrini.

- We remain true to our beliefs at all times – our mission and values are non-negotiable.
- We are welcoming, hospitable and find comfort and motivation in the context of God's all-inclusive love.
- We look for the good in each other and recognise each person's contribution as we work together to provide the best possible experience for our patients, residents and their families.
- We are honest and reliable, making decisions that are consistent with our mission and taking responsibility for our own actions.

Courage

We have the strength, determination, vision and conviction to continue the work of Mother Cabrini and the Missionary Sisters.

- We care for the whole person – spiritually, physically and emotionally – creating an environment of hope and healing.
- We rise up to challenges and opportunities, meeting them with an open mind and a positive attitude.
- We maintain the courage of our convictions and express our values through our actions.
- We continually look beyond our current services to help support and engage with those who are marginalised.

Respect

We believe that every person is worthy of the utmost respect and the best possible healthcare. We know that our resources are entrusted to us to use for the benefit of others.

- We uphold the worth and dignity of all people, regardless of gender, race, age, ability and social position and treat them with courtesy, respect, equality and justice.
- We respect ourselves, our colleagues and the excellence of the services we deliver.
- We identify and respond to emerging healthcare needs in our community.
- We manage our resources wisely and actively seek to minimise our impact on the environment.

Behaviours that Matter

Our values are displayed in the way in which we behave in every interaction – with each other, with our patients and residents, with their families and carers, and with visitors and other customers.

The behaviours that matter have been identified through consultation with staff. They are the minimum standard expected for all who work at Cabrini (employees, volunteers and accredited staff). They describe the organisational culture that we think is fundamental to our mission to "provide excellence in all of our services" which is translated into our quality goals of 100% right care, 100% patient satisfaction and 100% staff engagement.

Unacceptable behaviours have also been identified and described as follows. These behaviours are inconsistent with our values, have a detrimental effect on others and prevent us from achieving our mission and quality goals. If you experience or witness these behaviours, please speak up. If you are unable to address the issue yourself, advise your manager, another senior member of staff or Human Resources.

We are committed to safety and quality:

Behaviours that matter	Unacceptable behaviours
We put patient/resident safety first	We are careless, impulsive or take unnecessary risks that may cause harm to patients/residents
We ask questions to understand the problem	We jump to conclusions and look for someone to blame
We admit when we make a mistake and seek a solution	We try to cover up or make excuses for mistakes
We look for opportunities to improve our care and services	We resist or sabotage change
We speak up when we see behaviour that is inconsistent with our values	We encourage or participate in poor behaviour

We are here to provide service:

Behaviours that matter	Unacceptable behaviours
We greet everyone warmly	We are rude or discourteous
We are always kind and caring	We are arrogant or demeaning
We give our full attention to the person speaking to us	We are distracted, impatient or dismissive
We communicate openly, sensitively and in a timely manner	We are dominating, abrupt or sarcastic

We work together to achieve the best outcome:

Behaviours that matter	Unacceptable behaviours
We are quick to offer help without waiting to be asked	We refuse to help even when it is clearly required
We share information readily to promote the best care and services	We withhold information or are competitive to the detriment of others
We do as we say we will	We are unreliable or inconsistent
We encourage and support each other	We berate or humiliate others
We give praise for a job well done	We are excessively critical or devalue the contributions of others

We exhibit a positive attitude:

Behaviours that matter	Unacceptable behaviours
We approach our day with energy and enthusiasm	We are negative or apathetic
We look for the best in people	We are judgemental and put others down
We take pride in our personal appearance	We look dishevelled, dirty or have offensive personal odour

We want to build a just and sustainable community:

Behaviours that matter	Unacceptable behaviours
We treat each other fairly	We are hostile or abuse our power
We use our resources responsibly	We are wasteful or extravagant
We consider the environmental impact of all we do	We are thoughtless or careless

APPROVAL

The above statements are intended to describe the general nature and level of work being performed by the incumbent of this role. This document may be revised or updated at any time in line with role, and/or organisational changes. Any such changes will be communicated with the appointed person.