STATEMENT OF DUTIES AND REQUIREMENTS FOR
CHAIR, VICTORIA UNIVERSITY HUMAN RESEARCH ETHICS COMMITTEE

The Victoria University Human Research Ethics Committee (VUHREC) is a sub-committee of the University’s Research Committee (RC), which is itself a sub-committee of the Education and Research Board. The Chair of the VUHREC is responsible for the management and supervision of the activities and responsibilities of the HREC. Administrative support is provided through the Office for Research in the Division of the Deputy Vice-Chancellor (Research and Region).

1. Duties

- To provide leadership in relation to human research ethics for the University
- To chair meetings of the HREC (normally 11 meetings per year)
- To provide advice to RC and the University on issues relating to human research ethics
- To represent the University at fora and in public debate in relation to human research ethics
- To ensure that University policies and procedures relating to human research ethics are compliant with relevant legislation and guidelines

2. Selection Criteria

**Essential**
- Good working knowledge and understanding of the ethical principles that are applied to experimentation involving human participants.
- Knowledge of government legislation and guidelines relating to human research experimentation and ethics.
- Demonstrated experience as Chair of a University or Faculty Committee or as a member of an academic/administrative Unit dealing with complex issues.

**Desirable**
- Ability to negotiate high quality outcomes in potentially adversarial situations
- Senior management or academic position within the University.

3. Relevant Material

3. NHMRC - Health & Human Research Ethics
4. VU Human Research Ethics Presentation