DUTY STATEMENT

VICTORIA UNIVERSITY INSTITUTIONAL BIOSAFETY COMMITTEE

STATEMENT OF DUTIES AND REQUIREMENTS FOR
ONE MEMBER WHO IS AN OHS ADMINISTRATOR

The individual should have a basic understanding of ethical principles as applied to research.

1. Duties

- Review Committee papers (note: Committee business may be organised or conducted out of session via email);
- Attend each meeting (normally held biannually. Reserve meetings are a possibility);
- Provide advice and feedback on proposals based upon the perspective and expertise of an OH&S Administrator.

2. Selection Criteria

Essential

- Qualifications and/or demonstrated experience as an OHS Administrator.
- Knowledge and understanding or willingness to learn the ethical principles that are applied to research involving gene technology and biosafety.
- Knowledge or willingness to understand government legislation and guidelines from the Office of the Gene Technology Regulator.

Desirable

- Demonstrated experience as Committee member of any Committee or academic/administrative Unit dealing with complex issues.

3. Relevant Material


4. Submitting an Application

Applications for membership must include:

- Application letter systematically addressing the Selection Criteria (above)
- A Curriculum Vitae

Applications are to be forwarded to:
The Director,
C/O Mr A Benka, Coordinator, Ethics and Research Training Projects
Office for Research
Footscray Park Campus
P O Box 14428
Melbourne VIC 8001
Victoria University

And / or e-mail applications to the Coordinator, Ethics & Biosafety
Anthony.Benka@vu.edu.au