

DUTY STATEMENT

VICTORIA UNIVERSITY HUMAN RESEARCH ETHICS COMMITTEE

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

The Victoria University Human Research Ethics Committee (VUHREC) is a committee of the University. The Chair of the HREC is responsible for the management and supervision of the activities and responsibilities of the HREC. The HREC reviews all research proposals involving human participants to ensure that they are ethically acceptable. Administrative support is provided through the Office for Researcher Training, Quality and Integrity.

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 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 subjects.
- Knowledge of government legislation and guidelines relating to human research experimentation and ethics.
- Demonstrated experience as Chair of a University 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

1. Victoria University Human Research Ethics Committee Terms of Reference – <https://www.vu.edu.au/researchers/research-lifecycle/conducting-research/human-research-ethics/vu-human-research-ethics-committee-vuhrec>
 2. National Statement on Ethical Conduct in Research Involving Humans (2007 Updated 2018) -<https://nhmrc.gov.au/about-us/publications/national-statement-ethical-conduct-human-research-2007-updated-2018>
 3. Australian Code for the Responsible Conduct of Research 2018 <https://nhmrc.gov.au/about-us/publications/australian-code-responsible-conduct-research-2018>
 4. Guide to Managing and Investigating Potential Breaches of the Australian Code for the Responsible Conduct of Research 2018 <https://nhmrc.gov.au/about-us/publications/guide-managing-and-investigating-potential-breaches-code>
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