



THE UNIVERSITY
OF QUEENSLAND
AUSTRALIA

CREATE CHANGE

Appointment of CoE Chief Operating Officer

CENTRE OF EXCELLENCE IN QUANTUM BIOTECHNOLOGY (QUBIC)



CONTENTS

ARC Centre of Excellence in Quantum Biotechnology (QUBIC)	01
School of Mathematics and Physics	01
Role of the Chief Operating Officer, QUBIC Centre of Excellence	03
About you	05
Conditions of employment	06
How to apply	06
The University of Queensland	07
Governance	08
Strategic direction	08
Strategic Plan 2022–2025	09
Leadership capability expectations	10
About Brisbane	11
Further information	12



ARC Centre of Excellence in Quantum Biotechnology

The Australian Research Council (ARC) Centre of Excellence (COE) in Quantum Biotechnology (QUBIC) will be established in 2023, as the first nation-spanning research Centre at the nexus of quantum and biotechnology globally.

Our mission is to lead the world in applying quantum physics to biotechnology, driving fundamental understanding and applications across biomedical imaging, chemical design and clean energy. Our research program aims to develop quantum technologies that go far beyond what is possible today, from portable brain imagers to super-fast single protein sensors, and to use them to unravel key problems including how enzymes catalyse reactions and how higher brain function emerges from networks of neurons. The Centre aims to build Australia's quantum economy and train a future quantum workforce in close partnership with industry and government.

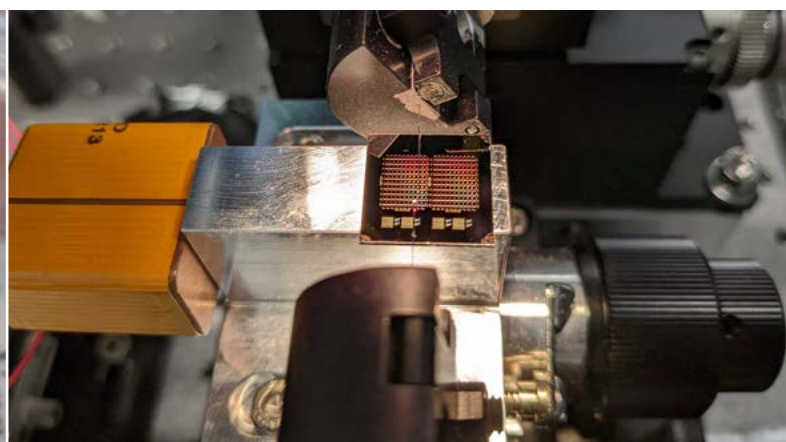
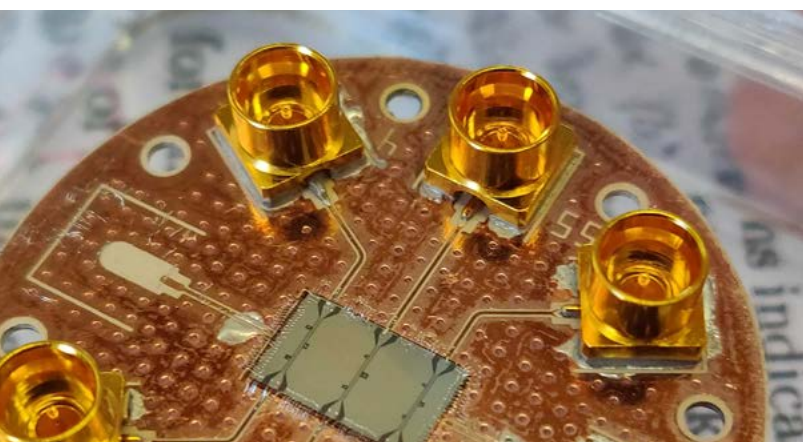
QUBIC will be administered by The University of Queensland (UQ) and has nodes at the University of Melbourne (UoM), the University of Technology Sydney (UTS), the University of Wollongong (UoW) and Flinders University (FLD). We have 12 industry and governmental partners, including IBM, Olympus, Protein Evolution and the Commonwealth Scientific and Industrial Research Organisation (CSIRO). We are partnered with 14 leading international universities, including MIT, Johns Hopkins, and the French National Centre for Scientific Research. The membership of our advisory bodies includes two Nobel Laureates and Australia's past Chief Scientist.

School of Mathematics and Physics

This position sits within the School of Mathematics and Physics (SMP), in the Faculty of Science. SMP is one of the largest Schools at The University of Queensland (UQ).

The School teaches a comprehensive range of undergraduate and postgraduate programs in science, mathematics, statistics, and physics, as well as range of service teaching. It has sustained success in attracting research funding and fellowships from a wide range of sources, with particular strength in the quantum sciences. The School hosts nodes of four quantum ARC Centres of Excellence (CoEs) and has been the lead node of the ARC Centre of Excellence for Engineered Quantum Systems for over a decade. It has a strong track record of translating quantum discoveries into commercial outcomes, working with partners such as Lockheed Martin and NASA, and creating successful quantum start-ups such as Analog Quantum Circuits.

Further details of the School's achievement and the teaching and research interests of academic staff may be accessed on the School's website at smp.uq.edu.au.



QUBIC at a glance

Overview of the Centre



Our personnel are a cross-disciplinary team of current and future world leaders.



Ground-breaking cross-disciplinary science, creating the first quantum technologies to solve multi scale grand challenges in biotechnology.



We will pioneer paradigm-shifting quantum technologies to observe biological processes and transform our understanding of life.



We will champion an equitable, inclusive and diverse STEM culture, lowering barriers, engaging early, and addressing all career stages.

Australia: the right place for quantum tech



Quantum technologies have revolutionary capabilities for applications in computing, communications and sensing.



Unprecedented growth in quantum start-ups with investments tripling year on year since 2018.



Recognised by Federal Government as one of nine 'critical technologies' fundamental to Australia's economic prosperity, social cohesion and national security.



Projections of the future scale of the market are approaching US\$700 billion.

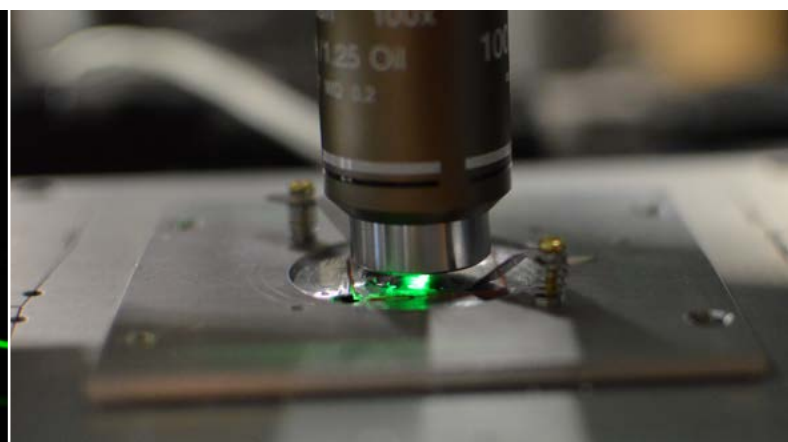
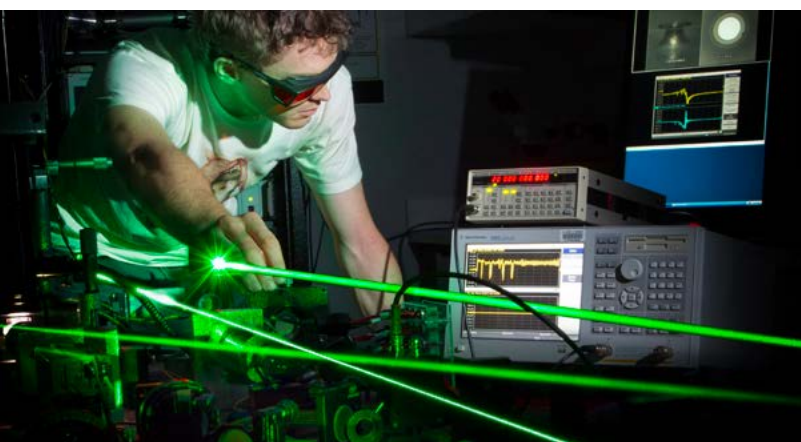
Our partners

Five nodes

- Flinders University
- The University of Melbourne
- The University of Queensland
- University of Technology Sydney
- University of Wollongong

Twelve formal industry partners

- Commonwealth Scientific and Industrial Research Organisation
- Defence Science and Technology Group
- Department of Environment and Science
- Elemental instruments Pty Ltd
- Genius Genomics Pty Ltd
- IBM Corporation
- Intelligent Imaging Innovations Inc
- Olympus Australia Pty Ltd
- Orica Australia Pty Ltd
- Protein Evolution Ltd
- Q-CTRL Pty Ltd
- Silanna Semiconductor Pty Ltd



Role of the Chief Operating Officer, QUBIC Centre of Excellence

About this opportunity

CoE Chief Operating Officer (CoE COO), known locally as Deputy Director, Strategy and Operations will lead the Centre's national operations, is responsible for high-level strategic, operational and performance planning to enable the Centre to achieve its ambitious research goals and objectives, and to create broad impact through its training, outreach, equity and translation programs.

As the CoE COO you will manage a focused team of ten staff, with responsibility for smooth administrative operations across the Centre. Together with the Centre Director, and other Deputy Directors, you will play a key role in building the strategy of the Centre, growing our capacity and impact, and building relationships with industry and government both within Australia and overseas.

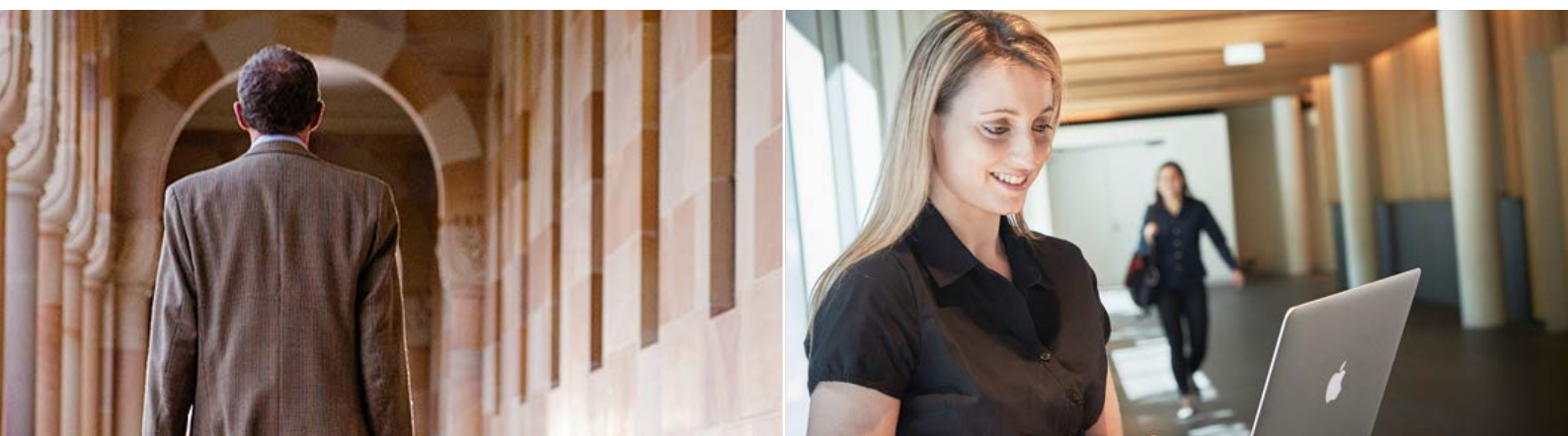
This role will work closely with the Centre's national executive team, and liaise with Centre node leaders, chief investigators, partner investigators, associate investigators, research fellows, postgraduate students, partners and other stakeholders.

The CoE COO will also support the development of new initiatives and manage ongoing relationships with key partners and stakeholders including large and small businesses, government agencies, funding bodies and community partners.

Duties

Responsibilities include, but are not limited to:

- Work with the Centre Director and Centre Executive to:
 - establish the Centre at UQ and partner university nodes, and manage the Centre's ongoing operations;
 - develop and action the Centre's strategic, operational, stakeholder engagement and communications plans, including reviewing and revising plans on an annual basis;
 - identify, develop and pursue new initiatives, innovations and opportunities for growth to enhance the Centre's research, education and research translation activities;
 - support stakeholder engagement; and
 - promote collaboration amongst the Centre's internal and external stakeholders.
- Develop and manage the Centre budget and oversee the Centre's financial operations.
- Identify, develop and maintain effective systems and processes to manage the Centre's activities and monitor Centre performance to ensure reporting requirements and KPIs are met.
- Oversee compliance and risk management of the Centre's contractual obligations with the ARC, other funding agencies, university, industry, government and community partners.
- Manage the Centre's annual reporting to the ARC, including the preparation of our Annual Report.



- Review and negotiate agreements with advice from the DVCR Portfolio, UQ Research Legal, Science Contracts, and UniQuest.
- Maintain the Centre's patent portfolio and Intellectual Property (IP) register, and develop the Centre's ongoing IP and commercialisation strategy.
- Oversee effective governance of the Centre, including preparation of agendas and papers for Centre Executive, Advisory Board, Chief Investigator and Scientific Advisory Committee meetings.
- Manage the Centre's knowledge leadership, including profile raising of the Centre's achievements, professional development and community outreach programs, and other Centre activities and events.
- Supervise, mentor and develop the Centre Operations Team at UQ, and provide virtual leadership to administrative staff at partner nodes.
- Actively participate and contribute to the Centre's collaborative culture, including travelling to other Centre nodes.

Other

Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:

- The University's [Code of Conduct](#).
- Requirements of the Queensland occupational health and safety (OH&S) legislation and related [OH&S responsibilities and procedures](#) developed by the University, Faculty, Institute or School.
- The adoption of sustainable practices in all work activities, and compliance with associated legislation and related University [sustainability responsibilities and procedures](#).
- Requirements of the *Education Services for Overseas Students Act 2000*, the *National Code 2007* and associated legislation, and related [responsibilities and procedures](#) developed by the University.

Organisational relationships

The position reports to the Centre Director of the ARC Centre of Excellence in Quantum Biotechnology, and works closely with the Centre's national executive team and Faculty of Science Executive Manager.



About you

In conjunction with extensive experience in leadership, experience in managing a research Centre and/or research administration experience in a university, government department or industry, you will also have:

- A postgraduate qualification (or equivalent education or training) in a relevant discipline
- Demonstrated ability to lead a high performing team across multiple stakeholders in different locations, and the ability to foster a culture of diversity and inclusion and a commitment to upholding the Centre's values.
- Extensive experience in operations and resource management, finance and budget administration, and IP management within a large and complex organisation.
- Demonstrated ability to develop and implement strategy, lead planning, set priorities and co-ordinate complex programs of research, and ability to work under pressure to meet tight deadlines.
- Ability to provide effective corporate governance for a national entity.
- Demonstrated success in developing and implementing effective management systems to support the objectives of a large and complex organisation.
- Exceptional written communication skills, and highly developed interpersonal skills, including the ability to negotiate, develop and maintain relationships and work in partnership with a diverse range of internal and external stakeholders (including team members, researchers, senior executives, students industry, government and community groups) across all levels of an organisation.
- Broad understanding and awareness of the tertiary research environment including current issues in Australian higher education relating to research, research training and research quality.

Diversity and inclusion

UQ recognises and values equity and diversity, and encourages applications from any individual who meets the requirements of this position irrespective of gender, sexuality, race, ethnicity, religion, disability, age or other protected attributes. UQ strives to provide an inclusive working environment, and is committed to supporting staff with family and caring responsibilities by providing policies, programs and initiatives to help balance work and family responsibilities. Please refer to the University's [Diversity and Inclusion webpage](#) for further information and points of contact if you require additional support.



Conditions of employment

Employment type

This is a full-time, fixed term position ending 31 May 2028 at HEW Level 10A. An attractive remuneration package will be negotiated with the successful candidate, including employer superannuation contributions of 17%.

You will also be able to take advantage of flexible working arrangements, salary sacrificing options, discounted private health insurance, secure parking, discounted veterinary access, development programs and many other benefits.

Relocation

The University will meet all reasonable removal and establishment expenses. In the case of an interstate or international appointee, an accommodation allowance may be available for a limited period. Details will be negotiated as part of the contract of employment.

How to apply

All applicants must upload the following documents in order for your application to be considered:

- Cover Letter addressing the 'About You' section, as listed above
- Resume

Please note that you will be asked to add all documents into the one upload box labelled 'resume', which is step one of the application form.



The University of Queensland

For more than a century, The University of Queensland (UQ) has created positive change for society by delivering knowledge leadership for a better world.

UQ ranks among the world's top universities, as measured by several key independent rankings, including the CWTS Leiden Ranking (32), U.S. News Best Global Universities Rankings (36), the Performance Ranking of Scientific Papers for World Universities (38), QS World University Rankings (50), Academic Ranking of World Universities (47), and Times Higher Education World University Rankings (53).

At UQ, we're changing the way higher education is imagined and experienced. Our students enjoy innovative and flexible learning options, diverse and dynamic partnership opportunities, and an integrated digital and campus learning environment.

More than 55,000 students – including the majority of Queensland's highest academic achievers as well as top interstate and overseas students – study across UQ's 3 beautiful campuses in South East Queensland at St Lucia, Herston and Gatton. They include around 20,000 postgraduate and approximately 21,000 international students who contribute to a diverse, supportive and inclusive campus community.

With a strong focus on teaching excellence, having won more national teaching awards than any other Australian university, UQ is committed to providing students with the best opportunities and practical experiences during their time with us, empowering them with transferable knowledge and skills that will prepare them to exceed expectations throughout their careers.

UQ's 311,000 graduates are an engaged network of global alumni spanning more than 170 countries, and include more than 17,000 PhDs.

UQ's 6 faculties, 8 globally recognised research institutes and more than 100 research centres attract an interdisciplinary community of 2,500 scientists, social scientists and engineers, who champion research excellence and continue UQ's tradition of research leadership. This is reflected in UQ being the number one recipient of Australian Research Council Fellowships and Awards nationally across all scheme years (452 awards worth \$339 million).

UQ has an outstanding track record in commercialising innovation, with major technologies employed across the globe and gross product sales of more than \$57 billion.

UQ is one of only 3 Australian members of the global Universitas 21; a founding member of the Group of Eight (Go8) universities; a member of Universities Australia; a member of the Association of Pacific Rim Universities (APRU); and one of only 3 Australian charter members of the prestigious edX consortium, the world's leading not-for-profit consortium of massive open online courses (MOOCs).

UQ employs more than 7,410 academic and professional staff (full-time equivalent) and has a \$1.877 billion annual operating budget.



Governance

The University of Queensland is governed by a 22-member Senate representing University and community interests. Senate is led by the Chancellor, elected by the Senate. The University of Queensland Act 1998 grants Senate wide powers to appoint staff, manage and control University affairs and property, and manage and control finances to promote the University's interests.

uq.edu.au/about/governance

Strategic direction

By 2032, UQ will be known as a university that:



Delivers highly sought-after graduates, who are prepared for future success through rich and broad educational experiences



Leads as a premier provider of high-quality postgraduate and lifelong learning opportunities



Leverages the breadth and depth of its research capabilities and vibrant precincts to address the world's most pressing challenges



Is a trusted and agile partner widely regarded as a leader in entrepreneurship, knowledge exchange and commercialisation



Has an extensive global reach in education and research with a strong commitment to capacity building in the Indo-Pacific



Breaks down barriers to education through the targeted and effective Queensland Commitment



Is values-led, deeply committed to delivering for the public good and supporting our people, leading reconciliation, and embracing different life experiences and perspectives



Strategic plan 2022-2025

Our vision

Knowledge leadership for a better world.

Our mission

Our core purpose is to deliver for the public good through excellence in education, research and engagement with our communities and partners: local, national and global.

Our values

What we strive for

Creativity

We apply our creativity as a way of seeking progress. We value new ideas, seek fresh perspectives and pursue game-changing innovations and opportunities

Excellence

We strive for excellence in everything we do. We apply the highest standards to our work to achieve the greatest impact for the benefit of communities everywhere.

Central to what we do

Truth

Truth is central to all that we do as a university. We seek truth through our focus on the advancement and dissemination of knowledge, and our deep commitment to academic freedom and freedom of expression.

How we work together

Integrity

We always act with integrity. As stewards of the University's resources and reputation, we are honest, ethical and principled.

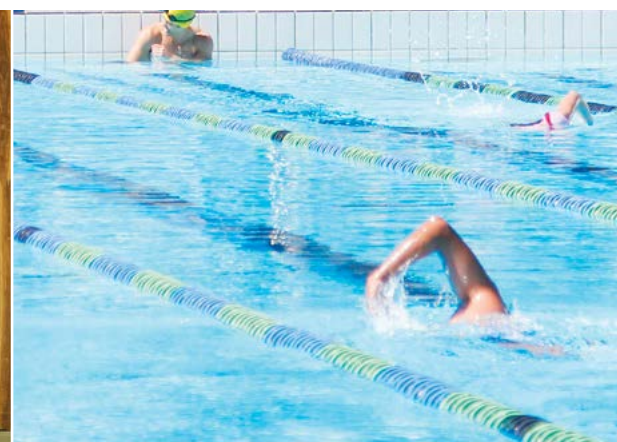
Courage

We are courageous in our decision-making. We are ambitious, bold and agile. We demonstrate moral courage, so that we are always guided by a sense of what is right.

Respect and inclusivity

We provide a caring, inclusive and empowering environment for all. We engage respectfully with one another and promote the value that our diversity brings to our whole community.

about.uq.edu.au/strategic-plan



Leadership capability expectations

The UQ Leadership Framework identifies seven key capabilities that define leadership in the UQ context. The framework aligns with UQ's strategic direction, and mission, vision and values.

Achieves results and drives accountability

Leaders ensure engagement and performance, and motivate and empower others to achieve results.

Communicates and collaborates with influence

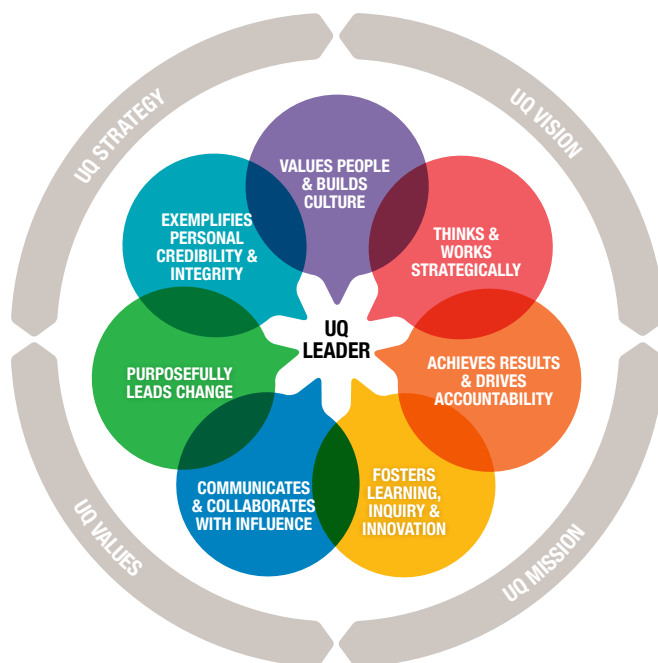
Leaders engage others in open and honest dialogue about important issues and actively seek common interests and goals.

Exemplifies personal credibility and integrity

Leaders strive for personal achievement and are visibly proactive and ethical in their dealings with others.

Fosters learning, inquiry and innovation

Leaders nurture an environment that allows for multiple perspectives, challenge assumptions, and model openness to new ideas.



Purposefully leads change

Leaders initiate and lead change and improvement agendas, modelling behaviour that embraces innovation and change.

Thinks and works strategically

Leaders create and communicate a clear direction for the future, aligned with UQ's vision.

Values people and builds culture

Leaders create a positive, constructive workplace where people feel connected and valued.



About Brisbane

Brisbane is the sunny, sophisticated capital city of Queensland and gateway to its many famous attractions. Australia's third largest city and fastest-growing capital with a population of more than 2.2 million, it offers a safe, friendly, multicultural environment. The inner city is characterised by the Brisbane River, parklands, convention facilities, museums, art galleries, a casino, malls, shopping districts and a host of cosmopolitan restaurants and cafes.

Brisbane offers a range of lifestyle benefits including climate, culture, family fun and sport. Residents and visitors can combine art and outdoor adventure in Brisbane, where South Bank's cultural institutions and restaurants meet riverside gardens and a lagoon. Take a paddle steamer or ferry down the Brisbane River, abseil Kangaroo Point cliffs and bike ride through the City Botanic Gardens. Go for a day trip to Moreton Island, Noosa, the Sunshine Coast or the Gold Coast with just a short drive to each beautiful destination. National Parks, rainforests and attractions such as Australia Zoo, Dreamworld and other theme parks are also a short drive away.

The perfect place to raise a family, Brisbane is one of the safest cities in Australia and boasts a wide range of cultural attractions, numerous theatres, art galleries and a world-class museum; the city is dubbed a food and drink lover's paradise. Brisbane is one of Australia's most liveable and affordable capital cities. Brisbane enjoys a subtropical climate providing sunny days almost all year round, with enough rainfall to keep the city and suburbs cool and green.

Just an hour south of Brisbane's CBD is the Gold Coast, where the high-rises are built around superb beaches like Surfers Paradise with lively nightlife, international theme parks and designer boutiques. A few hours drive north from Brisbane is the Great Barrier Reef, one of the 'natural wonders of the world'. As the largest World Heritage Area, it stretches more than 2,000 kilometres alongside the coast, and is home to around 1,500 species of fish and 350 types of coral. Stradbroke, Moreton and Fraser Islands are also world-famous attractions that are close to Brisbane, and offer some of the largest sand dunes in the world.

A leader in education

Brisbane has a wide range of high-quality schools at primary and secondary level, religious or non-denominational, single-sex or co-educational, with many offering excellence programs or other specialty features such as the International Baccalaureate. Brisbane also offers some of the greatest learning institutes in Australia, with three major internationally recognised universities on offer. Each Brisbane university offers a high-quality learning environment with access to some of Australia's finest institutions covering all areas of study from law and medicine through to business, marketing, tourism, IT and biotechnology. The University of Queensland (UQ) is one of Australia's leading research and teaching institutes, ranking among the world's top universities.

Lifestyle

In the heart of Brisbane city, Queen Street Mall is a vibrant shopping and lifestyle precinct and is Australia's most popular pedestrian mall. Brisbane is also the home for many of Queensland and Australia's major sporting events in rugby league, rugby union, AFL and cricket.

Brisbane residents have excellent access to healthcare in both public and private sectors, covering hospitals, general practitioners, dentists and other allied healthcare professionals. The numerous public and private hospitals include the Princess Alexandra Hospital, the Mater Hospital network, The Queensland Children's Hospital and the Royal Brisbane and Women's Hospital. Urgent and emergency medical care is readily available to everyone.



Further information

General information on the University is available through the University's website: uq.edu.au

Other documents which you may wish to refer to include:

- Annual Report: about.uq.edu.au/organisation/policies-procedures-guidelines/annual-reports
- Governance: about.uq.edu.au/governance
- Key statistics: pbi.uq.edu.au/ClientServices/UQStatistics/index.aspx
- Organisation chart: about.uq.edu.au/files/5643/org-chart.pdf
- Research at UQ: research.uq.edu.au
- Strategic Plan 2022–2025: about.uq.edu.au/strategic-plan
- UQ Global Strategy: global-strategy.uq.edu.au
- UQ Reconciliation Action Plan: about.uq.edu.au/reconciliation/plan
- UQ Aboriginal and Torres Strait Islander Employment Strategy: staff.uq.edu.au/files/24066/uq-indigenous-employment-strategy-2019.pdf





THE UNIVERSITY
OF QUEENSLAND
AUSTRALIA

CREATE CHANGE

uq.edu.au