

**Research Assistant x 6
Sports Science, Physical Activity & Wellness**

Position: up to 72 hours over 12 weeks
Salary: \$13.89 per hour plus 8% holiday pay (total \$15 per hour)

INTRODUCTION

Christchurch Polytechnic Institute of Technology (CPIT), the largest South Island Polytechnic and one of Canterbury’s three major tertiary institutions, is located in the centre of Christchurch city with an additional campus in Opawa. Emphasis is on “applied” learning where theoretical education is combined with a hands-on approach. CPIT prides itself on the emphasis it places on excellence - such as the increasing number of teaching awards it attracts and its achievement of high levels of recognition in educational audits - and on the many diverse and dynamic partnerships it has with industry, the community and a wide range of interest groups in the city.

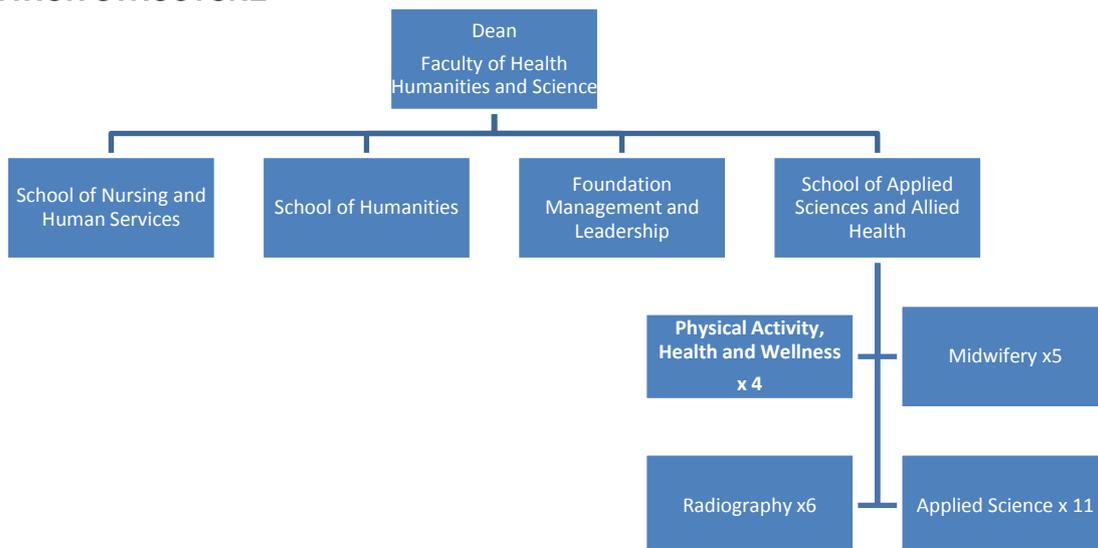
CPIT welcomes approximately 30,000 student enrolments each year including both full and part-time, domestic and international, professional, paraprofessional and trades focussed. Students and staff of a myriad nationalities attend throughout the year during the day, evening or weekend. Te Wānaka o Ōtautahi provides a place of belonging for those wanting to engage in te ao Māori or Fale Pasifika.

Over 1800 staff teach and support learning in vocational programmes and courses across a comprehensive range of career and subject areas at varying levels from foundation to degrees, graduate diplomas, diplomas and certificates to short term modules and courses customised for business, industry or special interest clients. A challenging and exciting education environment demanding responsiveness to the diverse needs of students, employers and our region makes CPIT a dynamic and engaging place in which to work.

FACULTY AND SCHOOL

The Physical Activity, Health and Wellness programmes are situated in the School of Applied Sciences and Allied Health which is part of the Faculty of Health, Humanities and Science. In 2009 the School launched a new Bachelors of Applied Science programme with specialisations in Physical Activity, Health & Wellness and Sports & Exercise Science with 120 Full time Equivalent students expected in the programme by 2012. There is also a Diploma in Fitness Industry Training and a short course in Exercise Science offered with the school.

ORGANISATION STRUCTURE



REPORTING

While work undertaken will be in consultation with the teaching staff and research team, formal reporting line is to the Head of School

PRIME FUNCTION/PURPOSE OF THE JOB

This role will primarily involve oversight of activity programmes and data recording. Work is with subjects in a research project looking at high intensity exercise and patients at risk of diabetes that is being completed by CPIT, UC, Lincoln, and CBHD researchers in the period February to May 2010.

DELEGATED AUTHORITY AND RESPONSIBILITIES

Financial: Nil
Human Resources: Nil
Other: Nil

PROFESSIONAL PROFILE

ESSENTIAL	PREFERRED
Education/Qualifications: <ul style="list-style-type: none">Working towards an undergraduate degree in sports science, physical activity, or healthCurrent Driver's License	
Experience/Skills/Knowledge <ul style="list-style-type: none">Experience in a range of settings in prescription and monitoring of physical activity programmesWell developed verbal, written and interpersonal communication skills in a range of situations eg with clients, students, staff, academic peers, professional groups.Time management skills, including the ability to effectively and efficiently administer, organise and coordinate activities and meet deadlinesStrong positive working relationships with a diverse range of people	<ul style="list-style-type: none">Previous experience in research or understanding of research methodologies.
Personal Attributes: <ul style="list-style-type: none">Flexibility in hours available to work (eg some early evenings required)An understanding and appreciation of cultural issues and commitment to the development of a culturally sensitive working environmentA habit of participating fully as a team member as well as being confident to work independentlyAn inclusive approachInnovative ideas with strong self motivationSound professional judgment and integrityFriendly and approachable mannerFlexibility and responsiveness	

KEY FUNCTIONAL RELATIONSHIPS	
Internal <ul style="list-style-type: none">Physical Activity, Health & Wellness teamStaff within the School of Applied Sciences and Allied Health	External <ul style="list-style-type: none">The research team (UC, Lincoln University, and CDHB staff)The research subjects

KEY TASKS	EXPECTED RESULTS
Research <ul style="list-style-type: none">In consultation with the research team/researcher (as nominated by the Head of School) deliver and manage the prescribed physical activity programme for the subjects in the research project.Record attendance and record client data as advised by the research team.Promote attendance, and oversee the safety of subjects.	<ul style="list-style-type: none">Successfully completion of the programme by each subject.Completion of records of the condition of the subjects in the research.Complete data sets for the subjects in the research group that you are allocated.

All of the information provided above is intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the position and incumbent. From time to time, the incumbent will be required to accept and carry out other relevant duties as assigned by the **Head of School, Applied Sciences and Allied Health**.

FOR YOUR FURTHER INFORMATION

1. Health and Safety

Applicants for positions are asked to declare and relevant health related needs or issues on the Confidential Information form provided to Human Resources with your application for appointment. This information is not used for short listing but we do expect you to discuss your needs as part of the interview process or when accepting an employment offer where this is relevant. Confidentiality is assured and applicants will not be differentiated on the basis of disabilities or health requirements unless these render applicants unable to undertake the task requirements. Employees may be required to undertake a health check where baseline data is needed for specific positions. Eg a hearing test for those involved in engineering workshops.

2. Employment Terms and Conditions

An individual employment agreement will be negotiated.

3. Equal Opportunities Employer

CPIT is committed to equality and diversity and makes a determined effort to develop an inclusive environment to achieve a balanced gender representation and increase the number of Maori and other under represented groups on staff. We are an active provider of opportunities for differently abled people and recognise that all staff, are not only our employees, but have multi faceted lives that from time to time may require flexibility from CPIT to assist in meeting their other commitments.

APPLICATION DETAILS

Applications for Appointment forms must be marked:

Research Assistant

Ref. FH4061

Applications should be addressed to:

Human Resources
Christchurch Polytechnic
Institute of Technology
P O Box 540
CHRISTCHURCH

Email: hr@cpit.ac.nz
Phone: (03) 940-8623
Fax: (03) 940-8616

and forwarded by email, post, fax or in person.

***Applications Close
Friday 29 January 2010***

The standard application form attached provides the Institute with a common set of information about each candidate but applicants should not limit themselves to that form. Personal applications set out in the applicant's own style including a curriculum vitae and particular references to the job description and personal profile are welcomed.