



CUMMING
GLOBAL CENTRE
FOR PANDEMIC
THERAPEUTICS

A centre of the Doherty Institute



Appointment of

**Director — Strategy and
Operations, The Cumming Global
Centre for Pandemic Therapeutics**

The Peter Doherty Institute for Infection and Immunity
Faculty of Medicine, Dentistry and Health Sciences

Position Summary and Selection Criteria

Classification	Senior Manager 2	/ Oversee program operations including program design, development, planning and evaluation, resource allocation, workforce planning and recruitment across the Centre (approx. 160 paxs), financial management and administrative supervision.
Salary	An attractive remuneration package will be negotiated	/ In collaboration with the Executive Team, develop new scientific platforms and infrastructure.
Superannuation	Employer contribution of 17%	/ With Executive Team, design, develop and implement multiple scientific grant schemes.
Working hours	Full-time (1.0FTE)	/ Build and nurture positive and productive relationships with stakeholders to ensure the Centre is delivering on outcomes and priorities.
Basis of employment	Fixed Term (five years)	/ Provide high quality business advice, sound operational recommendations and leadership on a wide range of issues to ensure the Centre's successful operations.

Position Summary

The Peter Doherty Institute for Infection and Immunity (Doherty Institute) is seeking an exceptional and visionary leader for the position of Director – Strategy & Operations, of the Cumming Global Centre for Pandemic Therapeutics (the Centre). The Centre will focus on a new global-scale research program with the mission to develop therapeutics for pathogens of pandemic potential.

The Centre will develop new technologies to treat future pathogens of pandemic potential. The Centre is funded to realise an ambitious twenty-year research program with an annual budget of \$17.5 million a year, projected to increase to \$37 million per year in the first five years. The Centre mission is to develop novel platform technologies for treating pathogens of pandemic potential using a 'plug and play' approach. This means that treatments can be rapidly adapted to a new pathogen within much shorter timeframes than possible with current technologies.

The Director – Strategy & Operations, will provide executive leadership to the Centre under the direction of the Centre Director. The Director – Strategy & Operations will work closely with an administration team to establish the operating model for the Centre and oversee the day-to-day operations of the Centre. This role will be key to the ultimate success of the Centre.

1. Key Responsibilities

In collaboration with the Centre Director, this role will establish and oversee the smooth running of the Centre including governance, legal and financial processes, resource and risk management, with support from the University of Melbourne's structures and systems.

1.1 LEADERSHIP, STAKEHOLDER AND CHANGE MANAGEMENT

- / Establish an operating model for the Centre, including the establishment of the Governance Board and Investor Council, development of funding mechanisms, and all components of the Centre.
- / Establish an Executive Team with the Centre Director and Director – Research.

- / In collaboration with the Executive Team, develop new scientific platforms and infrastructure.
- / With Executive Team, design, develop and implement multiple scientific grant schemes.
- / Build and nurture positive and productive relationships with stakeholders to ensure the Centre is delivering on outcomes and priorities.
- / Provide high quality business advice, sound operational recommendations and leadership on a wide range of issues to ensure the Centre's successful operations.
- / Develop and foster effective links with academic and professional staff at all levels across the Centre and with stakeholders.

1.2 Strategic Planning and Policy Development

- / Design, develop and implement systems to manage the operations of the Centre.
- / Lead the development of a Strategic Plan in collaboration with the Centre Director and Director – Research.
- / Lead the development of Workforce Planning and recruitment strategy with the Centre Director and Director – Research.
- / Lead the development of multiple grant schemes with the Centre Director and Director – Research
- / Provide high-level advice to the Centre Director on the ongoing operations of the Centre.
- / Play a leadership role in developing and promoting the identity of the Centre.

1.3 Finance, Research and Resource Management

- / Responsibility for the development and management of the Centre budget, including annual budgeting, and forecasting over the lifetime of the Centre.
- / Further develop and refine a sustainable funding model for the Centre, with a particular emphasis on the viability and efficiency of its administration.

- / Design, prepare and analyse financial reports for the Centre Director, ensure financial management, transactions and proposals comply with University financial policies and procedures. Design, develop and implement monthly budget reports for the Centre Director to ensure Centre activities are monitored and administered efficiently and effectively and are compliant with funding regulations, contracts and University financial policy and procedures.

- / Supervise the Centre financial team.

- / Oversee the daily finances for Centre-level funding.

1.4 Human Resource Management

- / Design and recruit the Operations Team for the Centre.

- / Oversee recruitment, training, career development and performance of professional staff within the operations team (up to 5 reports).

- / Provide advice and assistance in areas of human resource management in conjunction with the Faculty Human Resources Team.

- / Ensure the efficient processing of human resource activities within the operations team and adherence to University, faculty and school human resources policies and procedures.

1.5 Quality Assurance, Compliance and Process Improvement

- / Ensure that the activities of the Centre comply with relevant legislation, statutes, regulations and policy and, where applicable, with requirements of contracts, funding bodies and/or trust funds.

- / Provide active input into the streamlining of administrative processes within the Centre, Institute and University.

- / Implement quality management strategies, and systems and evaluate administrative services for the Centre.

- / Perform other tasks as directed by the Centre Director.

2. Selection Criteria

2.1 Essential

- / Qualification in Business Management, Executive Leadership (postgraduate desirable) and/or other relevant qualifications and/or experience in a similar role with a demonstrated capability to lead an agile and dynamic organisation including exceptional people leadership and operational management.

- / A strong knowledge and experience in governance and compliance and demonstrated ability to design, develop and support the governance obligations of the board.

- / Strategic decision making in complex environments.

- / Extensive experience in the design, development, and implementation of operating systems across multiple functions such as contract management, funds distribution, workforce planning and development, physical infrastructure planning and development, and business development.

- / Excellent political nous, entrepreneurial, negotiation and leadership skills.

- / A strong record of stakeholder engagement and collaboration across government, business, academic and/or community sectors.

- / An exceptional record of integrity.

2.2 Desirable

- / Experience starting a business/social enterprise/fundraising or experience in leading an organisation through a significant change process.

- / Experience in the design and execution of scientific programs.

- / A sharp eye for detail, whilst keeping the strategic focus of the Centre Director's objectives and organisational goals in perspective.



The Cumming Global Centre for Pandemic Therapeutics

The Cumming Global Centre for Pandemic Therapeutics (CGCPT) is a mission-driven, globally connected research program that will enable rapid design and development of treatments for pathogens of pandemic potential. The Centre will be the world's preeminent facility in developing molecular platforms to help fight future pandemics. The Centre goals are ambitious—to advance the science behind therapeutics that directly target the pathogen, to transform future pandemic management and to save lives.

The CGCPT was made possible by an historic \$250 million philanthropic donation from Mr. Geoff Cumming, and a \$75 million foundational commitment from the Government of Victoria. The Centre is funded for a 20 year period, and its size and scale will have a transformational effect on the therapeutics research and development landscape globally. Located within the Doherty Institute at the University of Melbourne in Melbourne, Australia, the CGCPT is named in recognition of the family of the inaugural major donor, Mr. Geoff Cumming. Our goal is to ultimately leverage this donation five fold and raise a further \$1.25 billion dollars over the next 10 years.

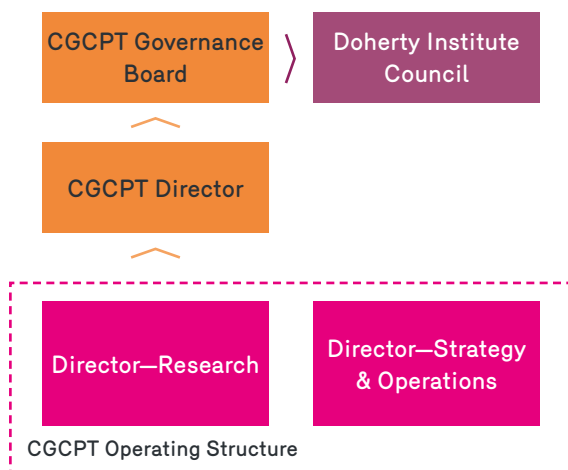
Effective and timely therapeutics have the potential to transform how the next pandemic is managed, but innovation in therapeutics has lagged in comparison to vaccines. By October 2021 we estimated that \$137 billion was publicly invested globally in vaccines compared to just \$7 billion in therapeutics. Therefore there is a significant gap in investment in this important area that the CGCPT will fill.

The Centre will develop new technologies to treat future pathogens of pandemic potential. The Centre's main mission is to develop novel platform technologies using a 'plug and play' approach that will be applicable to any future pathogen of pandemic potential. This means that treatment solutions can be rapidly adapted to a new pathogen within much

shorter timeframes than currently possible after a new pathogen is identified, delivering new therapeutics within weeks or months of a new outbreak. The Centre will also invest significantly in fundamental virology and bacteriology to identify new therapeutic targets and to be able to assess new treatment strategies.

Some initial areas of focus will include technologies that can directly target the genetic code of pathogens using gene editing and gene silencing, enhancing the innate immune response to target whole families of viruses, and developing better biologics such as antibodies which have broad activity and are cheaper and easy to administer. Over the first decade, additional platform technologies will be added to the scientific agenda if they clearly meet the Centre mission. Cross cutting mission enabling core technologies will include high containment, bioinformatics, assay development and toxicology. A Future Fellows program will ensure training of the next generation of scientists who will advance the field.

The Centre aims to remove the barriers to long-term innovation and allow for the pursuit of high-risk, high-reward long term projects. The Centre will reserve 20 per cent of its funding for discovery research and will spend 30% of the budget outside of the Doherty Institute.





The Doherty Institute

Finding solutions to prevent, treat and cure infectious diseases and understanding the complexities of microbes and the immune system requires innovative approaches and concentrated effort. This is why **the University of Melbourne** – a world leader in education, teaching and research excellence – and **The Royal Melbourne Hospital** – an internationally renowned institution providing outstanding care, research and learning – partnered to create the Peter Doherty Institute for Infection and Immunity (Doherty Institute); a centre of excellence where leading scientists and clinicians collaborate to improve human health globally.

Located in the heart of **Melbourne's Biomedical Precinct**, the Doherty Institute is named in honour of Patron, Laureate Professor Peter Doherty, winner of the 1996 Nobel Prize in Physiology or Medicine for discovering how the immune system recognises virus-infected cells. Under the expert guidance of Director, University of Melbourne Professor Sharon Lewin, a leader in research and clinical management of HIV and infectious diseases, the Doherty Institute has more than 800 staff who work on infection and immunity through a broad spectrum of activities. This includes discovery research; diagnosis, surveillance and investigation of infectious disease outbreaks; and the development of ways to prevent, treat and eliminate infectious diseases.

The Doherty Institute will be home to the new Cumming Global Centre for Pandemic Therapeutics, which is being established with the significant gift of AU\$250 million from philanthropist and businessman Geoff Cumming and AU\$75

million in funding support from the Victorian Government. This mission-driven, globally connected 20-year research program will enable rapid design and development of treatments for pathogens of pandemic potential.

The Doherty Vision

To improve health globally through discovery research and the prevention, treatment and cure of infectious diseases.

The Doherty Mission

The Doherty Institute will be an inspiring, innovative, and enabling cross-disciplinary environment. We are dedicated to identifying and addressing fundamental challenges in all aspects of infection and immunity. Through our leadership, advocacy and education we will shape research, policy, and practice to improve health for communities both nationally and internationally. The Doherty Institute's 2022-2027 Strategic Plan can be found at doherty.edu.au/uploads/content_doc/RFQ06084-PDI-StrategicPlan_A4_v7.pdf



50+
Research groups



890+
Staff



150+
Graduate
researchers

Our Faculty

The Faculty of Medicine, Dentistry and Health Sciences (MDHS) is Australia's pre-eminent medical, health sciences and biomedical faculty and is recognised for its research, teaching, training and policy leadership across all of these fields.

The Faculty employs more than 2500 members of staff, attracts more than 8300 students each year and comprises six schools; 37 departments, centres and institutes; and 160 courses. It contributes almost 50 per cent of all research conducted across the University.

The Faculty is Australia's overall leader in clinical, pre-clinical and health sciences and is ranked 11th globally in 2021, by the Times Higher Education World University Rankings. In 2021, the Academic Ranking of World Universities ranks the University of Melbourne as first in Australia in clinical medicine (14th internationally), public health (16th internationally), human biological sciences, and medical technology. The University educates more health professionals, graduates, research and higher-degree students and attracts more national competitive funding than any other Australian university.

Consistent with the introduction of the Melbourne Model, the Faculty offers a suite of professional entry masters-level graduate programs, including the Doctor of Medicine (MD), the Doctor of Dental Surgery (DDS), and the Doctor of Physiotherapy (DPT). There are also a number of other successful graduate level programs such as the Master of Public Health, Master of Primary Health Care, Master of Social Work, Master of Clinical Audiology, Master of Speech Pathology, Master of Clinical Optometry, and many more in nursing, social work, health sciences and psychology.



Co-authorship with more than 140 countries in the last five years. Top five countries are United States, England, Canada, Germany and the Netherlands.



Annual research income of more than AUD\$385 million in 2020: 50% of the University of Melbourne's total.



More than 6000 peer-reviewed publications every year: >40% of publications include an international co-author.



Approximately 2300 graduate research students conduct research supervised by over 1500 staff and honoraries across the Faculty's six schools and in affiliated health services and research institutes.



University departments are embedded in a range of health services including the Austin Hospital, Northern Hospital, Royal Melbourne Hospital, St Vincent's Hospital, The Royal Women's Hospital, Royal Children's Hospital, Western Hospital, Mercy Hospital and rural partners such as Goulburn Valley Health.



The Faculty employs over 2200 academic staff and more than 800 professional staff. A large portion of our workforce is located in hospital-based departments. The Faculty also has over 4000 honorary staff including hospital-based staff and those from partner institutions.





These programs, which are unparalleled in the Australian higher education system, provide new approaches to educating health care professionals and are specifically designed to better align student attributes to the sector's needs.

Please see study.unimelb.edu.au for further information.

The Faculty has strong collaborative links within the Melbourne Biomedical Precinct, as well as with many leading national and global research institutes, clinical centres and health-related industries. These collaborations provide students, researchers, educators and clinical academics with excellent resources and infrastructure. They have led to significant medical breakthroughs and fostered new world-class facilities such as the Victorian Comprehensive Cancer Centre, Melbourne Brain Centre, Doherty Institute, Bio21 Molecular Science & Biotechnology Institute and Royal Children's Hospital campus.

Bio21 Molecular Science & Biotechnology Institute

The Faculty is a key collaborator within the Melbourne Biomedical Precinct – a leading global research and teaching hub and one of the top five biomedical precincts in the world. Precinct partners share an impressive history of ground-breaking medical discoveries and developments, as well as a future-focused outlook on innovative and transformative health care.

Key precinct partners include WEHI, Murdoch Children's Research Institute, Peter MacCallum Cancer Centre, Florey Institute for Neuroscience and Mental Health, Centre for Eye Research Australia and Bionics Institute. The 25 precinct partners, located within easy reach of each other, are engaged in breakthrough research, education and the delivery of clinical care and health services. This dense concentration of hospitals, research institutes and academic campuses provide the unparalleled opportunity for talented individuals from a range of disciplines to engage in world-class collaborations.

For more information about the Biomedical Precinct please visit www.melbournebiomed.com

Melbourne Academic Centre for Health (MACH)

MACH is a joint venture between 19 full partners, including 10 Victorian healthcare providers, eight independent medical research institutes and the University of Melbourne, with La Trobe University as an affiliate member. Across this partnership, which has nearly 40,000 staff, around A\$7 billion is invested each year in health care, research and education. The MACH partnership brings together health services and health scientists committed to the translation of interdisciplinary research that will benefit patients and strengthen the economy. MACH addresses current health challenges by delivering precision care tailored to the needs of patients, developing world-leading research into tomorrow's healthcare and nurturing future leaders of innovative care.

For more faculty information, please visit our website at mdhs.unimelb.edu.au

Our Values



Caring for people is at the heart of what we do. Our Faculty values guide our ways of working and we are committed to a diverse and inclusive culture that enables our staff and students to reach their full potential. This includes our commitment to progressing gender equity which is aligned with the University's Athena SWAN Bronze Award from SAGE (Science in Australian Gender Equity), and championing the Pride in Action Network, the University's inaugural LGBTQIA+ ally network.

We work to improve the health and wellbeing of the communities we serve. We invest in developing the careers and wellbeing of our students and staff, and fostering a culture that supports us all to do our best work. We are guided by our values in our pursuit of excellence.

Respect

- / We respect the diversity of histories, lived experiences and futures of our students, staff and the communities we serve
- / We see diversity, inclusion and personal growth as a strength
- / We create a safe place to work that fosters belonging and aspiration

Accountability

- / We are accountable for our actions, outcomes and conduct
- / Our processes are efficient and transparent
- / We hold ourselves accountable to those we serve
- / We uphold our sense of place and our responsibility for the environment

Compassion

- / We provide an environment that is caring and upholds the health and wellbeing of our students and staff
- / We have the courage to act on our convictions
- / We communicate and clarify our expectations of each other

Collaboration and teamwork

- / We collaborate with each other and our partners to lead the advancement of health and wellbeing
- / We connect locally and globally to advance and enrich the communities we serve
- / We share our knowledge and expertise to achieve our goals
- / We drive innovation and are open to new perspectives, ideas and ways of working

Integrity

- / We apply the highest standards of ethics and quality in all that we do
- / Honesty and trust underpin our relationships
- / We believe in freedom of intellectual enquiry and the value of diverse cultural knowledges
- / We are humble learners and proud leaders

Artist statement: This artwork depicts the united values MDHS are guided by. The shields are a representation of how we are protected by these values but also loyal to them. Surrounding the shields are the communities that are connected to MDHS, such as the hospitals and research centers. The line work patterns in the shields represent how each value is linked as each one doesn't work without the other – Kat Clarke

Wurundjeri translation – Aunty Gail Smith, Wurundjeri Elder from Wurundjeri Council



Our Culture

Our Faculty is ranked among the best in the world for its impact, innovation, education, prosperity and growth. We equally recognise and celebrate our rich diversity across our staff and student populations. The University is recognised as an employer of choice for women and is one of 40 organisations to participate in the Science in Australia Gender Equity (SAGE) pilot program of the Athena SWAN in Australia. We were also recently awarded a bronze award on the Australian Workplace Equity Index (AWEI) with significant contributions to achieve this coming from our Pride in Action networks initiatives.

We offer the opportunity to be part of a growing list of networks and initiatives across the Faculty such as [the Supporting Women in MDHS \(SWiM\) program, including mentoring, Women Clinicians in Academic Leadership, Pride in Action Network, Indigenous Development Network, Early Career Researcher Network, Professional Leaders Network, MDHS Staff Disability Inclusion Network and our Faculty Administration Network.](#)

We are creating new traditions and continually expanding opportunities for our staff/people/community to ensure we provide a welcoming and inclusive environment for you to thrive and exceed your own expectations. As a member of our University community, you will have access to:

- / Increased [flexible work](#) possibilities including flexible hours and work-from-home options
- / Paid parental leave and retention benefits
- / Salary packaging of childcare

- / Subsidised onsite sporting facilities
- / A tailored transition plan to take on your new role
- / Professional development opportunities including a University-wide Academic Women in Leadership program
- / Relocation support (where applicable)
- / Strategic grants for outstanding Women
- / Our campuses with 11 libraries, 12 museums and galleries, and 37 cultural collections

We are integrating our values and behaviours into the way we work with a strong focus on leadership accountability. Our people's safety and wellbeing are a top priority. We want you to feel safe in talking about mental health and trust that bullying, harassment, sexual misconduct and discrimination will not be tolerated.

Performance relative to opportunity is another important component of promoting an inclusive environment. This is also reflected in our recently announced momentum fellowships that are designed to support researchers who have managed extraordinary personal circumstances including disability.

Benefits can also be tailored to best suit your needs and circumstances. Speak with us about how we can support you to become a valued member of our dynamic, world-class organisation.



Our Strategic Plan

Advancing Melbourne 2020 – 2030

The University’s strategic direction is grounded in its purpose. While its expression may change, **our purpose is enduring: to benefit society through the transformative impact of education and research.** Together, the vision and purpose inform the focus and scale of our aspirations for the coming decade.

Advancing Melbourne reflects the University’s commitment to its people, its place, and its partners. **Our aspiration for 2030 is to be known as a world-leading and globally connected Australian university, with our students at the heart of everything we do.**

We will offer students a distinctive and outstanding education and experience, preparing them for success as leaders, change agents and global citizens.

We will be recognised locally and globally for our leadership on matters of national and global importance, through outstanding research and scholarship, and a commitment to collaboration.

We will be empowered by our sense of place and connections with communities. We will take opportunities to advance both the University and the City of Melbourne in close collaboration and synergy.

We will deliver this through building a brilliant, diverse and vibrant University community, with strong connections to those we serve.

The means for achieving these goals include the development of the University of Melbourne’s academic and professional staff and the capabilities needed to support a modern, world-class university. Those means require a commitment to ongoing financial sustainability and an ambitious infrastructure program that will reshape the campus and our contribution to the communities we engage with. This strategy, and the priorities proposed, is centred around five intersecting themes; place, community, education, discovery and global.

More information about Advancing Melbourne can be found at about.unimelb.edu.au/strategy/advancing-melbourne.



Our city

Geography

Melbourne is the capital city of Victoria - and is the second largest city in Australia with a population of more than 5 million people and a metropolitan area of 9990.5 km². The Economist Intelligence Unit has rated Melbourne one of the world's most liveable cities for six consecutive years, based on its education, entertainment, health care, research and development, tourism and sport.

The City of Melbourne municipality, in which the University's main Parkville campus is based, covers 37.7 km² and has a population of more than 143,000 people. It includes the city centre and a number of attractive inner suburbs with thriving communities and businesses.

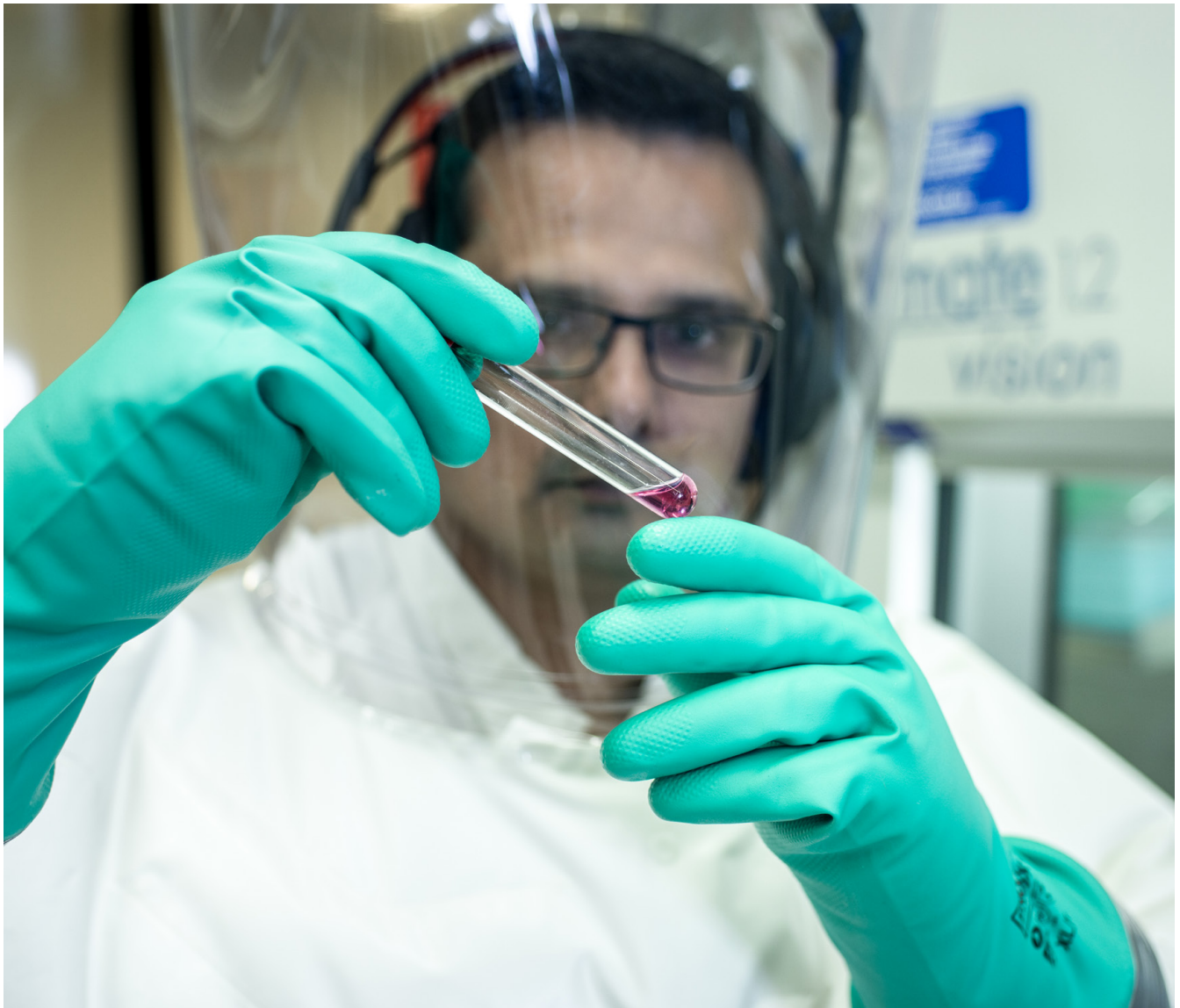
The City of Melbourne is home to residents from 180 countries who speak more than 233 languages and dialects and follow 116 religious faiths. The Wurundjeri, Boonwurrung, Taungurong, Dja Dja Wurrung and the Wathaurung people of the Kulin Nation are the Traditional Owners of the land now known by its European name of Melbourne.

The City of Melbourne is recognised as Australia's cultural capital with a number of world-class galleries and museums, internationally renowned food and wine regions, and an impressive year-round calendar of events catering for all tastes.

Parkville Campus

The Parkville campus provides easy access to cafes, shops and services; libraries with extensive collections; as well as cultural and sporting facilities. Nearby Lygon Street is home to a huge variety of cafes and shops while the northern end of the University is adjacent to the popular Princes Park, hosting a range of outdoor activities.

Parkville is recognised as the hub of Australia's premier knowledge precinct, comprising eight hospitals as well as numerous leading research institutes and knowledge-based industries. Although a sizeable portion of the Faculty of Medicine, Dentistry and Health Sciences is located in Parkville, the Faculty also has academic departments co-located at a range of health services throughout the Melbourne metropolitan area and rural and regional Victoria. These include St Vincent's Hospital, The Royal Victorian Eye and Ear Hospital, Austin Hospital, Western Health, Northern Health, as well as the Department of Rural Health based at Shepparton in the Goulburn Valley with health services affiliations to almost 40 smaller towns in rural Victoria.



Need further information?

General information about the University of Melbourne is available through its website at www.unimelb.edu.au

About the University of Melbourne
about.unimelb.edu.au

2021 Annual Report
about.unimelb.edu.au/strategy/annual-reports

Faculty of Medicine, Dentistry and Health Sciences
mdhs.unimelb.edu.au

The Peter Doherty Institute For Infection And Immunity
doherty.unimelb.edu.au

For queries, please email
snr-talentacq@unimelb.edu.au

Please do not send your application to this email address.

To Apply

Visit jobs.unimelb.edu.au/caw/en/listing/

Alternatively, you can apply from the job site you visited.



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