



Position Description – Data Lead, Research Infrastructure

Position Details

Position Title: Data Lead, Research Infrastructure

College/Portfolio: Research & Innovation **School/Group:** Research Infrastructure

Campus Location: Primarily based at the city campus, and the potential to work across other RMIT campuses as required.

Classification: HEW 9

Time Fraction: 1.0

Employment Type: Ongoing

Reporting Line: Director, Digital Research Infrastructure

No. of Direct reports: 1-2 (anticipated)

RMIT University

RMIT is a global university of technology, design and enterprise, committed to creating transformative experiences for students and making a meaningful impact through research, innovation, and engagement. For more information on RMIT University follow the links below.

<https://www.rmit.edu.au/about>

<https://www.universitiesaustralia.edu.au/university/rmit-university/>

<https://www.rmit.edu.au/about/facts-figures>

Our campuses in Melbourne (City, Brunswick, Bundoora, and Point Cook) are complemented by international campuses in Vietnam and a centre in Barcelona, Spain. We proudly acknowledge the Woi Wurrung and Boon Wurrung peoples of the eastern Kulin Nation on whose unceded lands our campuses are located.

We demonstrate our commitment to reconciliation and Indigenous self-determination by embedding these values through Responsible Practice across our policies, culture and structures.

<https://www.rmit.edu.au/about/our-locations-and-facilities>

Why Join RMIT?

Our people are at the heart of everything we do. At RMIT, we value innovation, collaboration and impact. Our values are the heart (durrung) of who we are and what we stand for at RMIT. They guide what we do, how we make decisions, and how we treat each other.



Inclusion Imagination Integrity Courage Passion Impact

Learn more about our values: <https://www.rmit.edu.au/about/our-strategy/values>

Organisational Accountabilities

RMIT is committed to the safety, wellbeing and inclusion of all staff and students. As a staff member, you are expected to comply with all relevant legislation and RMIT policies, including those related to: Equal opportunity, Occupational health and safety, Privacy and trade practices & Child safety standards:

Appointees are responsible for completing all required training and ensuring that they and their team members remain up to date on relevant compliance obligations.

Staff are expected to understand and support RMIT's child safe practices as part of their professional responsibilities. More about our child safety commitment: <https://www.rmit.edu.au/about/our-locations-and-facilities/facilities/safety-security/child-safety>.

Leadership at RMIT

At RMIT, leadership is not defined by position or hierarchy—it is a shared responsibility demonstrated by all staff, regardless of role or title. Leadership is grounded in our six core values, which guide and shape how we work together, make decisions, and create impact.

Effective leadership means consistently integrating these values into everyday actions and interactions, whether influencing a project outcome, supporting a colleague, or leading a team. All staff are expected to embody the principles of the *Be-Know-Do* Leadership Model:

Be – We are open and authentic, inclusive and empowering. We are purpose driven role models and communicators.

Know – We are self-aware, and understand our stakeholders, our sector and priorities.

Do – We set clear direction and expectations, we develop ourselves and others and promote mutual accountability to deliver results.

At every level, leadership at RMIT is about influence, contribution, and mindset. It is reflected in how we empower others, foster collaboration, and drive positive change through capability-building and alignment to strategic goals.

Research and Innovation Portfolio

RMIT's Research and Innovation Portfolio supports researchers to help shape the world. The Portfolio has an engaged, energetic, talented, and collaborative team focused on enabling excellent research and innovation outcomes, and on empowering staff. With a global presence, community, and industry connections, we support cutting-edge research and careers that make a positive impact on communities.

The Research and Innovation Portfolio supports researchers and graduate researchers with research partnerships, grants and research contracts, funding opportunities, capability development, research training, ethics and integrity, intellectual property, commercialisation, internships, communication, and profile.

Click [here](#) to find out more about research and innovation at RMIT University and the Research and Innovation Portfolio

Position Summary

The Data Lead, Research Infrastructure, is a senior role within the Digital Research Infrastructure portfolio, responsible for leading the strategic development and management of research data infrastructure at RMIT University. This position ensures that research data is securely stored, well-governed, and managed in accordance with the Australian Code for the Responsible Conduct of Research, RMIT's Research Data Management Procedure, and FAIR data principles. The Data Lead coordinates the development and continuous improvement of institutional research data management policy, working collaboratively with researchers, Research and Innovation, ITS, Library, and governance stakeholders to embed best-practice data stewardship across the University.

In addition to infrastructure leadership, the Data Lead designs and implements metadata standards and discovery frameworks that enhance the visibility and reuse of RMIT's research data assets. By developing fit-for-purpose platforms and services, including integration with the University's Research Repository and research management systems, this role showcases RMIT's rich data holdings to the global research community. The Data Lead provides expert guidance on research data lifecycle management, Indigenous Data Sovereignty, open data practices, and compliance obligations, positioning RMIT as a leader in responsible and impactful research data management.

Key Accountabilities

1. **Research Data Infrastructure Strategy** — Lead the strategic planning, design, and delivery of scalable research data infrastructure that supports the secure storage, management, secure AI and machine learning analysis of sensitive data, and sharing of research data across and beyond institutional boundaries.
2. **Metadata Standards and Frameworks** — Develop and implement institutional metadata standards, schemas, and discovery frameworks aligned with FAIR and CARE principles to enhance the findability, accessibility, and reuse of RMIT's research data assets.
3. **Research Data Management Policy** — Coordinate the development, review, and continuous improvement of RMIT's research data management policies and procedures, ensuring alignment with the Australian Code for the Responsible Conduct of Research and relevant regulatory requirements.
4. **Research Data Governance and Compliance** — Establish and maintain research data governance frameworks that ensure research data is managed in compliance with institutional policies, funder requirements, ethics approvals, privacy legislation, and Indigenous Data Sovereignty principles, including alignment with national frameworks such as the Indigenous Research Data Commons and the Maïam nayri Wingara principles for Indigenous data governance.
5. **Showcasing RMIT's Data Assets** — Design and deliver platforms, systems, and services that showcase RMIT's research data holdings to the global research community, enhancing institutional reputation and enabling collaboration and data reuse.
6. **Stakeholder Engagement and Collaboration** — Build and maintain productive partnerships with researchers, Colleges, Library, ITS, Research & Innovation, and external partners (e.g., ARDC and major commercial cloud providers) to ensure infrastructure and services meet evolving research needs.
7. **Expert Advisory and Consultancy** — Provide authoritative advice and guidance to researchers, research leaders, and senior management on research data lifecycle management, storage solutions, open data practices, and emerging trends in research data management.
8. **Service Development and Continuous Improvement** — Lead the evaluation, procurement, and integration of research data management tools and platforms, ensuring services remain fit-for-purpose, user-centred, and aligned with sector best practice.
9. **Sector Engagement and Thought Leadership** — Represent RMIT in national and international forums, working groups, and communities of practice related to research data infrastructure, contributing to sector-wide initiatives and positioning RMIT as a leader in research data management.
10. **Responsible AI and Data Ethics** — Ensure research data infrastructure and services embed responsible AI principles, including bias mitigation, transparency, explainability, and data provenance, with particular attention to ethical implications for First Nations peoples and equity-deserving communities.

Key Selection Criteria

Essential:

1. **Qualifications and Experience** — Postgraduate qualification in a relevant discipline (e.g., information science, computer science, data science, or a research-intensive field) and/or equivalent extensive experience in research data management, infrastructure design, or a related domain within the higher education or research sector.
2. **Research Data Security and Safety** — Ensure research data infrastructure and access frameworks align with established data safety principles (e.g., the Five Safes framework), international data governance standards, and institutional security requirements, enabling safe, ethical, and compliant use of sensitive and confidential research data.
3. **Research Data Infrastructure Expertise** — Demonstrated experience in designing, implementing, and managing scalable and secure research data storage infrastructure, including knowledge of storage architectures, cloud and hybrid solutions, and data preservation systems.
4. **Research Data Management Framework** — Demonstrated knowledge of research data management frameworks, standards and governance, including an understanding of responsible AI principles (bias, fairness, transparency, explainability and accountability) and their application to research data infrastructure and services.
5. **Metadata and Data Standards** — Proven ability to develop and implement metadata standards, schemas, and interoperability frameworks aligned with FAIR and CARE principles and international best practice.
6. **Strategic Leadership** — Proven capacity to lead strategic initiatives, manage competing priorities, and deliver outcomes in a senior professional role, including the ability to influence and drive change across diverse stakeholder groups.
7. **Stakeholder Engagement** — Exceptional interpersonal and communication skills, with demonstrated ability to build productive relationships with researchers, professional staff, senior leaders, and external partners across disciplinary and organisational boundaries.
8. **Compliance and Governance Knowledge** — Sound understanding of the regulatory and compliance landscape relevant to research data, including the Australian Code for the Responsible Conduct of Research, privacy legislation, ethics requirements, and Indigenous Data Sovereignty principles.

Desirable:

9. **Sector and National Infrastructure Familiarity** — Knowledge of the Australian research and higher education sector, including familiarity with NCRIS-supported facilities (e.g., NCI, Pawsey, ARDC) and national peak funding bodies (e.g., ARC, NHMRC, Cooperative Research Centres).
10. **Technical Proficiency** — Experience with research data management platforms and tools (e.g., institutional repositories, research information systems, metadata store/catalogues) and familiarity with relevant metadata standards.
11. **Research Background** — A track record of personal research activity, including publications or contributions to research projects, providing first-hand understanding of the research data lifecycle and researcher needs.

Qualifications

Mandatory: Postgraduate qualification in a relevant discipline (e.g., information science, computer science, data science, engineering, or a research-intensive field), and/or an equivalent combination of relevant training and extensive professional experience in research data management, infrastructure design, or a related domain.

Desirable: A research qualification is preferred.

Working with Children Check

Appointment to this position is subject to holding a valid Victorian Working with Children Check and other checks as required by the specific role. Maintaining a valid Working With Children Check is a condition of employment at RMIT.