



ACREME

AUSTRALIAN CENTRE OF RESEARCH
EXCELLENCE IN MALARIA ELIMINATION

Position

Description

ACREME Annual Meeting Organiser

About the role: We are seeking a motivated and enthusiastic Early or Mid-Career Research Fellow to take on the responsibilities of organising our annual meeting as Chair of a committee and attending ACREME investigator meetings. This role offers an opportunity for an individual with a passion for research and strong organisational skills to play a pivotal role in facilitating knowledge exchange and collaboration within the ACREME community (both nationally and our regional hubs).

Key responsibilities:

1. Organising Annual Meeting – as Chair of a Committee:

- Coordinate the annual meeting, including venue selection, scheduling, logistics, and participant communications.
- Collaborate with key stakeholders to develop meeting agendas, secure speakers, and organise workshops or presentations.
- Ensure the smooth execution of the event and facilitate discussions and networking opportunities for attendees.

2. Attending Investigators Meeting

- Attend ACREME investigator meetings as needed (~twice per year).
- Actively participate in discussions and share insights from the perspective of an early or mid-career researcher.

Application process:

Interested candidates are invited to submit the following materials:

- A cover letter (1 page maximum) expressing your interest in the role and highlighting relevant experience.
- A current curriculum vitae (CV) detailing your academic background, research experience, and any relevant skills or qualifications.

Please submit your application via email to acreme-contact@unimelb.edu.au by Friday 27 February 2026 5.00pm (AEST).

Additional information:

The successful applicant will receive funding up to \$5000 to undertake professional development related to their research activities (i.e. conference attendance, travel to collaborating institutions, course attendance).