

Participant Information Statement: Interview Study

HREC Project Number:	HRE2021-0222
Project Title:	Research the capabilities, experiences and development needs of workers and managers in the non government alcohol and other drugs (AOD) sector in NSW, ACT and VIC
Chief Investigator:	Ramon Wenzel, PhD Senior Lecturer
Version Number:	V 1.0
Version Date:	26 th April 2021

What is the research about?

Providing quality programs and services that reduce alcohol and other drug (AOD) related harms to communities requires a capable, healthy and motivated workforce. The research purpose is to better understand, prioritise and enhance sector capacity to attract, develop, engage and retain the non-government AOD workforce in NSW, ACT and VIC. The research studies how you experience your work, development opportunities, and careers challenges. The research findings will build an evidence base for improving organisational and governmental policy and practice, to create good quality work for all. Accordingly, increased awareness and implementation of evidence-based findings about the AOD sector workforce will benefit AOD services and the communities and people they serve.

Who is doing the research?

The research is led by Ramon Wenzel, PhD at Curtin University, School of Management and Marketing. The research is funded by The Network of Alcohol and other Drugs Agencies (NADA) and Victorian Alcohol and Drugs Association (VAADA); the peak organisations for the non-government alcohol and other drugs sector (AOD) in NSW, ACT and VIC. There will be no costs to you for participating in this research.

Is this study approved?

Curtin University Human Research Ethics Committee (HREC) has approved this study (HRE2021-0222). For any questions, please contact the lead researcher by email at ramon.wenzel@curtin.edu.au or call 08 9266 3341. Should you wish to discuss the study with someone not directly involved, in particular, any matters concerning the conduct of the study or your rights as a participant, or you wish to make a confidential complaint, you may contact the Ethics Officer on (08) 9266 9223 or the Manager, Research Integrity on (08) 9266 7093 or email hrec@curtin.edu.au.

Why me and what will I do?

To be eligible, you must work within the alcohol and other drug context in NSW, ACT or VIC to participate. The research invites 40 workers who self-define as a leader and consider the leader role as a central part of who he or she is. It's ok if you work full- or part-time or volunteer your time. You and your voice are really important.

Participating involves completing one 1on1 interview with the lead researcher during a time that is convenient for you. The interview can take up to 60 minutes and will be via phone or Microsoft Teams. Typical interview questions relate to you and your work experience, which way you feel about your job, what you think about the future, which skills you need most, and so on.

What are the benefits to participation?

Participating in the research encourages you to reflect on your work experiences and your career. It has been shown that this can help people set and strive for meaningful goals in relation to their job and life. Moreover, your input informs how the AOD sector can better operate and thus serve communities. By contributing to the research, you help the research team make useful recommendations to improve employment practices, education, training, and organisational leadership.

What else may I get or win?

To compensate for your time and thank you for your participation, we offer you every interviewee one \$20 Wesfarmers gift card as token of appreciation. The gift card will be emailed to you no later than 10 days after completing the interview and is provided by The research is funded by The Network of Alcohol and other Drugs Agencies (NADA) or the Victorian Alcohol and Drugs Association (VAADA). The token is not redeemable for cash and also non-transferable.

What are the risks to participation?

Apart from giving up a little of your time, we do not expect that there will be any risks or inconveniences associated with taking part in this research. The questions in the interview are not known to cause any distress. If any question causes you any concerns, you do not need to answer it. Should anything make you anxious, please consult your GP.

What data is collected and who has access?

We respect and protect your privacy. All data collected is treated as confidential and used only for research purposes (Curtin University Human Research Ethics Approval HRE2021-0222; Research Data Management Plan: WENZER-BS09260). The interview will be audio-recorded and transcribed for subsequent analysis. By default, any identifiable information such as name and email address are stored separate from your interview responses used for research purposes. In principle, all personal information collected in this research can be re-identified but this is not intended and only approved when required by law.

Your information is only accessible to very few people at the core of the research, and in the event of an audit or investigation, staff from the Curtin University Office of Research and Development. Electronic data will be password-protected and hard copy data (including video or audio tapes) will be in locked storage. The information we collect in this study will be kept under secure conditions at Curtin University for 7 years after the research is published and then it will be destroyed.



No participating individual or organisation can be inferred from published information. Responses that include identifiable information that can disclose you, others or your organisation will never be published in verbatim. Employers will never see if or what any specific employee or volunteer responded. Findings are reported anonymously, in aggregate form only in reports and scholarly articles so they can inform future AOD sector practice, policy and funding.

How will I learn about the results?

Results from the research will only be shared as anonymous and aggregate findings in public reports, scholarly articles or blog news. A report for NADA and VAADA will be published by December 2021.

Do I have to take part in the research?

Taking part in the research is voluntary. It is your choice to take part or not. You do not have to agree if you do not want to. If you decide to take part and then change your mind, that is okay. You can withdraw from the research at any time, please simply email to ramon.wenzel@curtin.edu.au or stop the interview, whatever applies. If you choose not to take part or start and then stop the study, it will not affect your relationship with Curtin University, NADA, VAADA, or any of its staff or clients.

Who can I contact?

For any questions, please contact the lead researcher Dr Ramon Wenzel at ramon.wenzel@curtin.edu.au or call 08 9266 3341.

How do I give my consent?

Curtin University Human Research Ethics Committee (HREC) has approved this study (HRE2021-0222). If you decide to take part in this research, we will ask you to sign a consent form. By signing, it is telling us that you understand what you have read and what has been discussed. Signing the consent indicates that you agree to be in the research project. Please take your time and ask any questions you have before you decide what to do. You will be given a copy of this information and the consent form to keep.

What do I do to participate?

To express your interest to be part of this research, please email Dr Ramon Wenzel:

ramon.wenzel@curtin.edu.au