

## Senior Research and Evaluation Advisor

### Position Summary

<b>Position title:</b>	Senior Research and Evaluation Advisor
<b>Team:</b>	Policy and Evaluation
<b>Location:</b>	Melbourne CBD – Remote work requests will be considered
<b>Position type/FTE:</b>	Fixed term: 1.0 FTE
<b>Tenure:</b>	Fixed term until 30 June 2022
<b>Probation period:</b>	6 months
<b>Salary classification:</b>	Our Watch Band 5, Level 1 (\$91,536-\$95,843) plus superannuation and 17.5% annual leave loading
<b>Reports to:</b>	Manager, Evaluation and Learning
<b>Date approved:</b>	July 2020

---

### Organisation Context

Our Watch is a national, not for profit, established in 2013, to drive nation-wide change in the culture, behaviours and structures driving violence against women and their children, based in Melbourne.

Our Watch's vision is an Australia where women and their children live free from all forms of violence. Our mandate is to stop violence before it happens, and our purpose is to provide national leadership to prevent all forms of violence against women and their children. Our work will always be based on sound research and strong and diverse partnerships.

Our Watch recognises and values diversity amongst its staff and strongly encourages suitably qualified people from all backgrounds to apply, especially people who have a strong understanding of intersectionality, either by working with diverse population groups or through lived experience.

Our Watch is committed to increasing employment of Aboriginal and Torres Strait Islander people in the organisation. Aboriginal and Torres Strait Islander applicants are strongly encouraged to apply.

### Position Overview

The Senior Research and Evaluation Advisor plays an important role throughout a campaign cycle to embed monitoring and evaluation in planning and implementation and to support ongoing improvement. The role leads the developmental research for, and evaluation of, major Our Watch projects and campaigns.

Reporting to the Manager, Evaluation and Learning, and working as part of a cross-functional project team, the Senior Research and Evaluation Advisor will be responsible

for developing and implementing evaluation frameworks across a range of projects, including guiding developmental research informing campaign development and concept testing, working closely with Senior Marketing and Communications Advisors.

### **Responsibilities and Accountabilities**

1. Support campaign planning and lead research and evaluation to inform, assess and improve a number of primary prevention interventions (including social marketing and media initiatives) to address the underlying drivers of violence against women and their children. Ensure that a participatory approach is applied to all research and evaluation projects, from design through to implementation and dissemination. This will include formative research, such as concept testing, to inform campaigns.
2. Provide high quality research and evaluation advice and oversight to support management of external contractors and external evaluators to help ensure quality and consistency of research and evaluation publications output is maintained and enhanced.
3. Contribute to the translation and dissemination of research and evaluation outputs for a diverse stakeholder audience, both internally (Our Watch) and externally (funders, partners and the broader prevention sector). This will include the production of high quality, accessible evaluation reports and communications materials.
4. Foster productive and collaborative working arrangements with key stakeholders across Our Watch internally and with a broad range of organisations and experts externally.
5. Provide high quality research and evaluation advice and support across the Policy and Evaluation, Practice Leadership, and Marketing and Communications units to help ensure quality and consistency of research and evaluation publications output is maintained and enhanced.
6. Represent Our Watch at relevant meetings and events, and undertake other duties as required.

### **Direct Reports**

The role has no direct reports but may act as a project lead in cross-functional teams. The role is expected to provide effective support to consultants and suppliers.

### **Organisational Relationships**

#### **Internal:**

Policy and Evaluation team  
Media and Communications team  
Practice Leadership team  
Corporate Services team  
CEO and Senior Executive Team

#### **External:**

Project funders  
Our Watch member representatives  
Relevant government departments  
Project partners and sector stakeholders  
External consultants and suppliers

### **Selection criteria**

- Qualifications and experience
- Tertiary qualifications in social or political science, health promotion, public health, gender studies, community development,

marketing, communications, other area of relevance or equivalent experience.

- At least five years' experience working in one of these fields.
- Experience working with a range of stakeholders on issues of social justice, gender equality and/or prevention of violence.
- Understanding of what it means to take an intersectional approach to the prevention of violence against women. Awareness and responsiveness to systemic inequality and social injustice or demonstrated capacity for self-initiated development of this

Evaluation and research skills and expertise

- Demonstrated skills in action research and approaches to designing and implementing evaluation to support ongoing improvements and review contributions to outcomes underpinned by participatory models and mixed methods (qualitative and quantitative).
- Demonstrated precision in data collection and data management.
- Competence in the use of computer and software products, particularly survey software, excel and word. Expertise in online analytics and experience in managing sensitive subject matter is highly desirable.
- Demonstrated critical thinking, research, analytical skills and experience.
- Experience in designing and managing evaluation of campaigns is highly desirable.

Project management

- Excellent organisational skills, including determining priorities and urgency in a practical way, using goals to guide actions, creating and implementing detailed project plans.

Stakeholder engagement and relationship development

- Well-developed relationship management skills, with the demonstrated ability to work, collaborate and consult with a diverse range of stakeholders including NGO partners, academics and other key stakeholders, including contract establishment and management.
- Experience working with management and technical oversight of external agencies and evaluators.
- Demonstrated skills, knowledge and behaviour to work with Aboriginal and Torres Strait Islander people in a culturally respectful way, or the capacity to develop these.

Evaluation and continuous improvement

- Commitment to action research approaches to evaluation and experience contributing to evaluation and the continuous improvement of frameworks and resources.

Written and verbal communication

- Strong written communication skills, and demonstrated experience distilling complex ideas into concrete and accessible guidance and advice for varied audiences.
- Excellent verbal communication skills and proven ability to present and speak publicly to diverse stakeholders and audiences.

## Commitment

- Commitment to the Our Watch vision, purpose and mandate
- Commitment to Our Watch values: collaborative, we do this work together - optimistic, we believe that change is possible - creative, we are innovative and brave as we create change - authentic, we stand behind our work - inclusive, we embed a diverse range of perspectives in everything we do.
- Commitment to maintaining a work environment where differences are valued, encouraged and supported, and promoting the Our Watch ideals of gender and cultural diversity at all times.
- Commitment to working collaboratively and respectfully in a high-performing team and organisation, with a persevering style, with creativity and ability to meet tight deadlines and work productively with limited supervision