

ANROWS

AUSTRALIA'S NATIONAL RESEARCH
ORGANISATION FOR WOMEN'S SAFETY

to Reduce Violence against Women & their Children

Information Package –Senior Project Officer (Evidence to Action)

Australia's National Research Organisation for Women's Safety (ANROWS) is seeking a Senior Project Officer, Evidence to Action, with the skills required to assist the Director, Evidence to Action, in the ongoing development and implementation of ANROWS's knowledge translation and dissemination activities including publications and resources. The position will also provide expert advice, analysis and critical assessment of research on violence against women, facilitate capacity-building and partnerships, and lead and contribute to in-house ANROWS research and knowledge translation projects in accordance with ANROWS's strategic priorities and stakeholder engagement strategy.

About ANROWS

Australia's National Research Organisation for Women's Safety (ANROWS) aspires to be an innovative research organisation with authoritative leadership and high impact to support the National Plan to Reduce Violence against Women and their Children 2010-2022 (the National Plan). Our mission is to deliver relevant and translatable research evidence which drives policy and practice, leading to a reduction in the levels of violence against women and their children.

ANROWS is funded primarily by the Commonwealth and state and territory governments of Australia to assist them in achieving the National Plan's vision of women and their children living free from violence and in safe communities.

As a national research organisation, ANROWS has three intersecting core functions: leadership, knowledge production and knowledge translation and dissemination.

ANROWS's leadership function includes the production and promotion of the National Research Agenda to Reduce Violence against Women and their Children, building research capacity in this area and advocating for evidenced based policy and practice.

Through its knowledge production function, ANROWS will produce evidence to guide Australian governments and practitioners in their work towards ending violence against women and their children.

The evidence ANROWS and others produce will be translated from academic research reports into accessible resources that highlight the implications of research findings for evidence-based policy and practice. ANROWS recognises that knowledge production, translation and dissemination is a multi-lateral process and that it has a pivotal role in the exchange of knowledge between its stakeholders.

About the position

This is a 1.0 FTE position (37.5 hours per week), reporting to the Director, Evidence to Action, and is located at the ANROWS national office in Sydney (Level 11, 31 Market Street, Sydney, NSW 2000). The appointment

is from the commencement date until 30 June 2022, with the option to extend, subject to continued funding, beyond that date.

Remuneration and leave entitlements

The salary range for this position is \$111,434 to \$113,218 per annum plus 9.5% employer contributions to the employee's chosen superannuation fund. ANROWS staff are entitled to 4 weeks annual leave, in addition to personal and sick leave.

Key responsibilities

1. **Implement ANROWS's knowledge translation and dissemination plan.** This may include preparing, commissioning, writing and/or publishing evidence papers and resources literature reviews, research syntheses, multi-media resources and curating special collections.
2. **Manage ANROWS's knowledge translation activities and projects.** This may include leading or facilitating knowledge translation and dissemination activities, such as webinars, panel discussions, forums and conferences.
3. **Provide expertise, analysis and critical assessment of research on violence against women.** This may include: responding to complex research and practice enquiries from ANROWS stakeholders; providing content expertise and advice to ANROWS staff; reviewing and evaluating research publications; and analysing activities and directions in violence against women research.
4. **Lead and contribute to in-house knowledge translation projects within ANROWS.** This may include preparing external funding and project submissions; preparing project briefs and other planning documents; and project management, including supervision of project staff where applicable.
5. **Contribute to strategic planning and performance review activities across the ANROWS knowledge translation and dissemination functions.** This may include oversight and status reporting about ANROWS's functions; evaluation and review of publications and other activities; systems and process evaluations and reviews.
6. **Support capacity building, networking and partnerships.** This may include establishing and maintaining relationships with primary and secondary stakeholders, including policy and practice design decision-makers and researchers and facilitating relationships between researchers and policy and practice design decision-makers.
7. **Work collaboratively with other ANROWS team members**
8. **Provide assistance to the CEO and Director, Evidence to Action as required.**

Selection criteria

Essential

1. A graduate or postgraduate qualification in a relevant social science discipline.
2. Expertise in one or more areas of violence against women and/or their children, including an understanding of the role and impact of gender and other inequalities.
3. Demonstrated ability in knowledge translation, implementation and/or dissemination of complex information, preferably including research.
4. Excellent analytical and strategic thinking capabilities.
5. Demonstrated interpersonal and networking skills, including proven capacity to build and maintain positive professional relationships and partnerships.
6. Excellent project management skills and organisational skills, including the ability to thrive in a complex and dynamic environment and achieve defined outcomes within strict deadlines.

7. Strong track record in the effective supervision and professional development of project staff, as well as successful teamwork with colleagues at all levels.
8. Excellent written and oral communication skills including the ability to communicate effectively with government and academic stakeholders.
9. Understanding of issues affecting Aboriginal and Torres Strait Islander peoples, people from culturally and linguistically diverse backgrounds, people who identify as LGBTIQ, and people with disability, as well as competence in working effectively with people in these groups.

Desirable

1. Understanding of social policy and the application of research to policy, programs, and practice.

Further information

Any questions regarding the position should be directed to:

Ms Michele Robinson, Director, Evidence to Action

Telephone: 02 8374 4000

Email: michele.robinson@anrows.org.au

Applications

Applications for the position close **at midnight on Sunday 4 October 2020**. Applications, including a brief covering letter, a concise response to each selection criterion and a current résumé, should be emailed to grace.omalley@anrows.org.au

Criminal History Check

The successful applicant will be offered the position subject to a Criminal History Check (also known as a Police Check).