



Position Description

College/Division:	ANU College of Law, Governance and Policy
Faculty/School/Centre:	Centre for Indigenous Economic Transformation (CIET)
Department/Unit:	CIET Research and Engagement
Position Title:	Senior Research Advisor (Admin)
Classification:	ANU08 Professional
Position No:	43027
Responsible to:	Associate Director, Research and Engagement
Number of positions that report to this role:	1-10
Delegation(s) Assigned:	NA

PURPOSE STATEMENT:

The ANU College of Law, Governance and Public Policy (CLGP) is a progressive and newly established College that brings together four world-leading academic schools dedicated to shaping the future of law, governance, regulation, policy, and population health. As part of Australia's leading university, the College fosters excellence in research, teaching, and engagement, driving impactful contributions to national and global challenges. The College provides an intellectually rich community, committed to providing a collaborative and supportive environment for academics, students, and professionals to thrive.

The Centre for Indigenous Economic Transformation is a nationally significant initiative, housed within the College of Law, Governance and Public Policy, that advances First Nations economic empowerment and self-determination. The Centre brings together research, education, policy, and partnerships to enable practical, systems-level change—working with First Nations organisations, governments, industry and philanthropy to shape capital access, trade and investment, clean-energy transition opportunities, and Indigenous-led governance and capability. CIET is a high-profile convener that translates evidence into action and builds capability across communities and institutions.

The Senior Research Advisor supports the Associate Director, Research and Engagement to deliver CIET's research, evidence and community engagement portfolio. Set coherent workplans; ensure excellence in Indigenous-led methodologies and ethics; coordinate multi-partner research; and translate findings into tools and guidance for communities, governments, investors and industry—driving measurable systems change.

KEY ACCOUNTABILITY AREAS:

Position Dimension & Relationships:

Reports to the Associate Director, Research & Engagement and collaborates with the Associate Director, Policy & Partnerships and Senior Policy Advisers to ensure strong research-policy translation. Works with the CIET Indigenous-majority Advisory Board and research partners across ANU and globally. Builds trusted relationships with Indigenous rights holders (PBCs, Land Councils, ACCOs) and sector partners to co-design research.

Role Statement:

Under broad direction of the Associate Director, Research & Engagement, the Senior Research Advisor will:

1. Scope, design and implement research projects aligned to CIET priorities using Indigenous-led methodologies; develop research plans, protocols and instruments; ensure quality assurance and timely delivery.
2. Manage ethics submissions and approvals; apply FPIC, Indigenous Cultural and Intellectual Property (ICIP) and Indigenous Data Sovereignty principles; steward data management plans and confidentiality requirements.
3. Establish and maintain project governance, schedules, risk registers and reporting; coordinate inputs

- from academic collaborators, community partners and consultants to meet milestones and KPIs.
4. Conduct qualitative and/or quantitative analysis; prepare high-quality publications including working papers, policy briefs, practitioner guides, datasets and presentations tailored to academic, policy and industry audiences.
 5. Work with CIET's Policy & Partnerships colleagues to synthesize findings into options papers, submissions and frameworks; support roundtables, workshops and briefings that connect evidence to decision-making.
 6. Build trusted relationships with First Nations communities and organisations (e.g., PBCs, Land Councils, ACCOs); co-design research and feedback loops; organise community validation and knowledge-sharing activities.
 7. Provide day-to-day guidance to project staff, HDR students and interns; share methods and tools; contribute to a culturally safe, high-performance research culture.
 8. Contribute to grant and tender development (scoping, methodology, budgets, impact plans); support contract management and acquittal reporting.
 9. Maintain CIET knowledge repositories (data, literature, templates); help plan research seminars, visiting scholars and secondments; represent CIET in networks and forums.
 10. Uphold ANU policies and procedures, including EEO, WHS, research integrity and records management; perform other duties consistent with the classification and the principle of multi-skilling.
 11. Comply with all ANU policies and procedures, and in particular those relating to work health and safety and equal opportunity.

SELECTION CRITERIA:

1. Postgraduate qualifications in a relevant discipline (e.g., economics, public policy, economic geography, finance, law, Indigenous studies, statistics/data science) or an equivalent combination of experience and education/training.
2. Demonstrated knowledge of and capacity to engage with First Nations communities and their organisations including forming partnerships on ANU services such as research, particularly as they relate to ongoing national policy challenges
3. Demonstrated knowledge of key research areas and topics of interest to Aboriginal and Torres Strait Islander peoples.
4. Demonstrated experience applying FPIC, ICIP and Indigenous Data Sovereignty within research governance, methods, data management and partnerships.
5. Proven experience scoping and delivering complex research projects, using appropriate qualitative and/or quantitative methods, and producing high-quality, timely outputs.
6. Evidence of synthesising complex material into accessible reports, briefs, presentations and tools for policy, industry and community audiences.
7. Strong organisational skills with experience in project governance, scheduling, budgeting, risk management and milestone reporting across multi-partner initiatives.
8. High-level interpersonal and communication skills (written and oral), including the ability to engage respectfully with First Nations organisations and collaborate across sectors.
9. Demonstrated ability to work collaboratively in a team environment and to provide mentorship or day-to-day supervision to junior staff, interns or HDR students.
10. Proficiency with Microsoft 365 and relevant research tools; sound data stewardship and records management.
11. A strong commitment to EEO, WHS and research integrity, and to fostering a culturally safe, rights-based research environment.

The ANU conducts background checks on potential employees, and employment in this position is conditional on satisfactory results in accordance with the [Background Checking Procedure](#) which sets out the types of checks required by each type of position.

Supervisor/Delegate Name:		Date:	
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References:

[Professional Staff Classification Descriptors](#)



Position Details

College/Div/Centre	COLGP	Dept/School/Section	CIET – Research and Engagement
Position Title	Senior Research Advisor	Classification	ANU08
Position No.		Reference No.	

In accordance with the Work Health and Safety Act 2011 (Cth) the University has a primary duty of care, so far as reasonably practicable, to ensure the health and safety of all staff while they are at work in the University.

- This form is used to advise potential applicants of work environment and health and safety hazards prior to application.
- This form must be completed by the supervisor of the position. Without this form jobs cannot be advertised.
- Once an applicant has been selected for the position they must familiarise themselves with the University [WHS Management System Handbook](#).
- The hazards identified below are of generic nature in relation to the position. It is not correlated directly to training required for the specific staff to be engaged. Identification of individual WHS training needs must be in accordance with WHS Local Training Plan and through the WHS induction programs and Performance Development Review Process.
- Information regarding reasonable workplace adjustments that may be required to enable an individual to fulfil the inherent requirements of their position is available at [2024_ANU Inherent Requirements Reference Table.pdf](#)

Potential Hazards

Please indicate whether the duties associated with appointment will result in exposure to any of the following potential hazards, either as a regular or occasional part of the duties.																											
TASK	regular	occasional																									
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