

## Position Description

### Research Officer - Monitoring and Evaluation

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<b>Position No:</b>	NEW
<b>Department:</b>	Institute for Human Security and Social Change
<b>School:</b>	Humanities and Social Sciences
<b>Location:</b>	Negotiable.
<b>Classification:</b>	Level A – Research Officer
<b>Employment Type:</b>	12 month, fixed-term, research-only contract with potential for extension subject to funding.
<b>Position Supervisor: Number:</b>	Danielle Campbell
<b>Other Benefits:</b>	<a href="http://www.latrobe.edu.au/jobs/working/benefits">http://www.latrobe.edu.au/jobs/working/benefits</a>

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

Institute for Human Security and Social Change - <http://www.latrobe.edu.au/socialchange>

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#### **For enquiries only contact:**

Chris Adams, TEL: 0428 227 403 Email: [c.adams@latrobe.edu.au](mailto:c.adams@latrobe.edu.au)

# Position Description

## Research Officer - Monitoring and Evaluation

### Level A - Research Officer

A Level A research only academic is expected to contribute towards the research effort of the institution and to develop their research expertise through the pursuit of defined projects relevant to the particular field of research.

### The Organisation

The Institute for Human Security and Social Change (IHSSC) is a not-for-profit, collaborative and university-wide initiative, located within the School of Humanities and Social Sciences at La Trobe University. The IHSSC is focused on advancing inclusive social change. We aim to learn from the practice of social change, share that learning in Australia and internationally, and to inform practice by bringing to bear the latest thinking in international development and social change. We do this through research and support of social change initiatives, teaching, professional development and outreach.

We work with a wide range of individuals, organisations and networks that are involved in social change with a particular but not exclusive focus on Indigenous Australia and the Pacific. Rather than provide one-off services, we strive to build long term relationships on the basis of equity, mutual respect and solidarity. We aim to be a trusted and critical friend to our partners. These relationships allow us to interact with our partners at multiple levels, to make space for dialogue and debate and generate on-going two-way learning.

We offer specialist expertise to our partners in action research; monitoring, evaluation and learning; research design and management; thinking and working politically, adaptive programming; coalition building, and partnership brokering. We take a developmental approach in providing these supports which promotes partner ownership and control, amplifies the voices of people projects are designed to benefit and builds partner and participant capacity.

Our monitoring and evaluation practice is focused on understanding the way in which culture, politics and power shape the approaches and values underlying assessment and inquiry. We are interested in approaches to monitoring and evaluation which draw from different world views and different understandings of value and change. To this end we have partnered with people in Indigenous Australia and the Pacific and would like to extend our learning and understanding from these perspectives. The person in this position will be expected to be an active participant in this journey.

### The Role

The **Research Officer - Monitoring and Evaluation** will report to the Senior Research Fellow – Monitoring and Evaluation. The primary role of the Research Officer is to provide research services in the field of monitoring and evaluation. The IHSSC is subcontracted to deliver monitoring and evaluation services to a growing number of organisations in both Indigenous Australia and the Pacific. This includes but is not necessarily restricted to the Solomon Islands Resource Facility Project and the Australian Pacific Training Coalition (APTC) program; and the Central and Northern Land Councils. The Institute also convenes a Monitoring, Evaluation and Learning Community of Practice, which brings together practitioners and researchers from across the Pacific and Indigenous Australia.

The IHSSC is looking to recruit a full-time Research Officer or up to two part-time Research Officers. The position/s will most likely be located in Melbourne with frequent travel to the Northern Territory and/or the Pacific but the location/s are negotiable. The Institute may be able to make a contribution to relocation costs.

**Duties include:**

- Deliver monitoring, evaluation and learning and other research services to IHSSC partners in Indigenous Australia and/or the Pacific;
- Contribute to building and maintaining relationships with IHSSC partners and other stakeholders, including through supporting MEL CoP monthly meetings;
- Contribute to the development of new grant proposals and tender applications;
- Contribute to the development of the IHSSC model of research, monitoring and evaluation and knowledge brokering ;
- Contribute to relevant research publications, professional development programs and outreach;
- Contribute to the day to day operations and institutional development of the IHSSC;
- Undertake other duties commensurate with the classification and scope of the position as directed.

**Key Selection Criteria:**

**Essential**

- A relevant degree or postgraduate qualifications or an equivalent combination of relevant knowledge, training and/or experience.
- Demonstrated experience, expertise and practical understanding of current monitoring and evaluation approaches.
- Strong interpersonal skills and a demonstrated ability to work with people from different cultural backgrounds;
- Demonstrated ability to build relationships with and provide support to local, national or international NGOs/development agencies;
- Demonstrated ability to work effectively with limited supervision and as a member of a team in an environment with changing demands.
- Excellent organisational and time management skills and demonstrated ability to manage and respond to changing priorities and deadlines.
- A willingness to travel both within Australia and internationally for 8-12 weeks per year, with this subject to COVID-related travel restrictions.

**Desirable:**

- Research/monitoring and evaluation experience in cross-cultural settings, preferably in Indigenous Australia and/or the Pacific.
- Demonstrated ability to synthesise and communicate large amounts of information in relevant and accessible ways.
- Experience managing accountability requirements and expectations from external donors.

**We encourage applications from Aboriginal and Torres Strait Islander people and from Pacific Island people.**

**Essential Compliance Requirements**

To hold this La Trobe University position the occupant must:

- be an Australian citizen or have a current and valid permission to work in Australia;
- hold, or be willing to undertake and pass, a Victorian Working With Children Check; AND
- Take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

## **Position Flexibility**

La Trobe University is committed to providing a diverse, inclusive and respectful working environment for all staff. We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

## **La Trobe Cultural Qualities**

Our cultural qualities underpin everything we do. As we work towards realising the strategic goals of the University we strive to work in a way which is aligned to our four cultural qualities:

- **We are Connected:** We connect to the world outside — the students and communities we serve, both locally and globally.
- **We are Innovative:** We tackle the big issues of our time to transform the lives of our students and society.
- **We are Accountable:** We strive for excellence in everything we do. We hold each other and ourselves to account, and work to the highest standard.
- **We Care:** We care about what we do and why we do it. We believe in the power of education and research to transform lives and global society. We care about being the difference in the lives of our students and communities.

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For Human Resource Use Only

Initials:                      Date: