

Position Description

Title	Advocacy Research Lead
Business Unit	Advocacy and Public Policy Community and External Relations
Location	Flexible – Victoria or Tasmania
Employment type	Ongoing, Full Time
Reports to	Manager, Advocacy and Public Policy

About Uniting

Uniting Vic.Tas is the community services organisation of the Uniting Church. We've been supporting people and families for over 100 years. We work alongside people of all ages in local communities in Victoria and Tasmania. Our services reach to Albury-Wodonga in the north, Mallacoota in East Gippsland, the Wimmera region in the west, and across Tasmania.

We empower children, young people and families to learn and thrive. We're there for people experiencing homelessness, drug and alcohol addiction or mental illness. We support people with disability to live the life they choose. We assist older people to maintain their independence and enjoy life. We provide opportunities to access training and meaningful employment. We're proud to welcome and support asylum seekers to our community. We work to empower people with the information, skills and tools they need to live a healthy, happy life.

As an organisation, we work in solidarity with Aboriginal and Torres Strait Islander people as Australia's First Peoples and as the traditional owners and custodians of this land. We celebrate diversity and value the lived experience of people of every ethnicity, faith, age, disability, culture, language, gender identity, sex and sexual orientation. We welcome lesbian, gay, bisexual, transgender, gender diverse and non-binary, intersex, and queer (LGBTIQ+) people at our services. We pledge to provide inclusive and non-discriminatory services.

Our purpose: To inspire people, enliven communities and confront injustice

Our values: We are imaginative, respectful, compassionate and bold

1. Position purpose

This role delivers on Uniting's development of consumer-oriented advocacy work. The holder will develop Uniting's advocacy research agenda ensuring that lived experience advocacy is supported by complimentary quantitative evidence.

The Advocacy Research Lead will conduct and lead research projects that contribute to achieving advocacy outcomes for Uniting consumers.

2. Scope

Budget: nil

People: nil

3. Relationships

Internal

- Community and External Relations Team
- Executive Leadership team
- Operational divisions, delivering Uniting's programs and services
- Communities of Practice
- Quality and Compliance and other support services

Position Description

Advocacy Research Lead

External

- Academic and other research institutions
- Victorian Council of Social Service, Tasmanian Council of Social Service and Peak Bodies
- Advocacy/public policy colleagues in sister agencies in the Uniting brand
- Senior leadership of UnitingCare Australia

4. Key responsibility areas

Service delivery

- Provide advocacy research support to the Community and External Relations Team leadership.
- Deliver the annual action plan for the Evidence and Data Pillar that drives Uniting's research agenda as part of the Uniting Advocacy Roadmap
- Develop and lead a research plan for the organisation aligned with Advocacy Roadmap.
- Design and deliver research projects for impact
- Ensure research projects are published and distributed widely including and used to drive advocacy in the area
- Act as the Subject Matter Expert for all research related projects
- Increase organisational capacity to leverage research to improve outcomes
- Ensure all research connected to Uniting's activities is carried out in line with contemporary research ethics
- Leverage Uniting's partnership with the Swinburne Centre for Social Impact and other research bodies to create more advocacy-focused data insights and advocacy opportunities

Internal Stakeholder Engagement

- Work to build relationships with operational areas and increase communication and collaboration
- Raise profile of advocacy work with Uniting employees and build their knowledge and skills in this area

Quality and risk

- Contribute to a suite of policies, protocols, and procedures to support the advocacy activities of the organisation

Personal accountability

- Comply with Uniting's values, code of conduct, policies and procedures and relevant government legislation and standards where relevant.
- Cooperate with strategies to actively ensure the safety, protection and well-being of children who come into association with us.
- Ensure appropriate use of resources.
- Work collaboratively with Uniting (Victoria Tasmania) employees and external stakeholders in accordance with Uniting's values and professional standards of behaviour.
- Actively participate in initiatives to maintain, build upon and promote a positive and collaborative workplace.
- Identify opportunities to integrate and work collaboratively across teams.
- Take reasonable care for your own health and safety, and health and safety of others (to the extent required).
- Promote a positive safety culture by contributing to health and safety consultation and communication.
- Promptly respond to and report health and safety hazards, incidents and near misses to line management
- Attend mandatory training sessions (i.e. equal employment opportunity, health, and safety) and mandatory training specific to position.
- Declare anything that you become aware of through the course of your engagement which may impede your suitability to work with children and/or young people.

Position Description

Advocacy Research Lead

5. Performance indicators

- Performance indicators are set out in the annual Advocacy Road Map action plans and the annual performance and development review process.
-

6. Person specification

Qualifications

- Bachelor level degree in public policy, political science, social work or related discipline or equivalent experience.

Experience

- At least 3 years' experience in design, implementation and writing of research reports.
- Demonstrated knowledge of research methodologies, evaluation and impact measurement strategy, design and analysis
- Experience in the production of concise, high quality and compelling research reports, briefs, submissions
- Experience in academic or social change research roles highly desirable.

Core selection criteria

- **Values alignment:** ability to demonstrate and authentically promote Uniting's values.
 - Demonstrated ability to provide safe environments for children and young people and protect them from abuse and neglect.
 - **Research:** Knowledge of research methodologies and practice, evaluation and impact measurement strategy, design and analysis. An understanding of the social research and policy environment, including contemporary issues.
 - **Research Skills:** Demonstrated ability to undertake quantitative and qualitative research and analysis, and to present findings coherently
 - **Communication:** Outstanding verbal and written communication, ability to relate meaningfully to people at all levels and ability to explain complex technical matters clearly and succinctly.
 - **Written Communication:** Edits written communications to ensure they contain the information necessary to achieve their purpose, ensures appropriate style and formats are used, prepares complex briefs, letters, emails and reports using clear, concise and grammatically correct language.
 - **Stakeholder management:** ability to understand, relate to and manage diverse and difficult stakeholder needs
 - **Influence and negotiation:** Ability to give and gain cooperation at all levels
 - **Self-management:** ability to manage multiple tasks and competing priorities.
-

7. We are a child safe organisation

Uniting is a child safe organisation and is committed in everyday practice to ensure the safety and wellbeing of all children, at all times. As a child safe organisation, employment with Uniting is subject to a satisfactory national (and international where relevant) police check and relevant Working With Children Check (and NDIS Worker Screening Check where relevant) to your State prior to commencement of any paid or unpaid work and/or participation in any service or undertaking.

This position description is subject to review and may change in accordance with Uniting's operational, service and consumer requirements.

Position Description
Advocacy Research Lead

8. Acknowledgement

I have read, understood, and accepted the above Position Description

Employee

Name:

Signature:

Date: