



# Senior Research, Evaluation and Project Officer

Level 6 (Position Number 016580)

## Role Statement

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This position is responsible for the identification of key priorities and developing the Commissioner's research agenda. Act as the Project Lead for complex programs of work research, data and evaluation and other related projects with children and young people.

It identifies and acts on opportunities to consult with children and young people, and develops plans to achieve outcomes and provides research, data analysis and associated papers that inform policy and advocacy.

## Responsibilities

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### Project Management

- Identifies key research priorities and develop the Commissioner's research agenda
- Designs, develops and delivers complex research, data and evaluation projects that inform policy and advocacy
- Develops Project Plans that include all key components including timeframes, stakeholders, risk plans, budgets and resourcing
- Engages with internal and external stakeholders to gain agreement on actions and associated timeframes and outcomes.
- Ensures projects meet legislative, regulatory and ethical standards as well as approvals.
- Ensures appropriate project governance and methodologies and outputs.
- Interrogates and analyses data and creates compelling arguments for change from data insights.
- Evaluates and reviews project outcomes and makes recommendations to improve performance.

### Research and Policy

- Undertakes and/or co-ordinates research, collation, analysis, development and evaluation of data, issues, policies, practices, and/or procedures to provide recommendations for further consideration or action.
- Monitors, reviews and evaluates policies, strategies and initiatives, making recommendations for enhancement where appropriate.
- Provides high level analysis and policy advice to the Commissioner on research and data impacting on children and young people and makes appropriate recommendations.
- Undertakes research and consultations with children and young people and develops associated reports for publication and contributes to the development of discussion papers.

## Working Relationships

- Presents confidently to a wide range of audiences, creating compelling and persuasive arguments for the wellbeing of children and young people.
- Develops and sustains networks in the public, private and non-government sectors and works cooperatively and positively with all stakeholders.
- Builds and maintains relationships with internal and external stakeholders to support the delivery of project outcomes.
- Applies effective and appropriate negotiation methods suited to a range of audience with an ability to influence outcomes.

## Other

- Maintains a contemporary awareness of issues affecting children and young people.
- Represents the Commissioner as required.
- Undertakes other duties as required.

## We are committed to

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### Our Vision and Values

We strive for a better world for all children and young people where their voices and rights are valued and respected.

- Children and young people are central to everything that we do.
- We show care and support for everyone we work with.
- We value everyone's life experiences.
- We have honest conversations and encourage diverse views.
- We are individually and jointly responsible for our actions.

### Diversity

The Commissioner for Children and Young People and staff recognise, value and embrace the diversity of our Western Australian community, including our differences in culture, ethnicity, religious beliefs, sexuality, gender identity, age, abilities and life experiences. We are committed to providing an inclusive and respectful workplace for all staff.

### Integrity

It is non-negotiable that the Commissioner for Children and Young People and staff act in the interest of the Western Australian community, and especially in the interests of children and young people each and every day through the decisions we make, the policies we enact and adhere to, and by the actions we take. It is our intention that our policies and procedures demonstrate how we act in an honest and transparent manner, which forms a basis for our reasoned decision-making effected without bias utilizing fair and objective processes.

## Selection Criteria

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### Essential

#### 1. Shapes and manages strategy

Substantial demonstrated experience in evidence-based research, evaluation and development of monitoring frameworks and strategies.

2. **Achieves results**

Demonstrated ability to deliver complex, and/or large-scale research projects to agreed standards, and publish reports.

3. **Builds productive relationships**

Experience working with a range of stakeholders and gaining agreement to actions and outcomes, including presenting research findings to stakeholders.

4. **Exemplifies personal integrity and self-awareness**

Demonstrates a commitment to integrity in representing the voices of children and young people.

5. **Communicates and influences effectively.**

Confidently presents messages in a clear and concise manner while focusing on key points and using an appropriate, unambiguous language.

6. Considerable experience in research and data development, implementation and evaluation.

7. Knowledge and understanding of the contemporary issues and trends related to children and young people.

**Desirable**

1. Experience with responding to issues affecting children and young people.

2. A relevant tertiary qualification or commensurate relevant experience.

**Reports to** Director (00036772)

**Leads** 0 people

**Location** Boorloo (Perth, WA)

**TRIM reference** 23/4503