



# Healing Foundation

Strong Spirit • Strong Culture • Strong People

POSITION DESCRIPTION	
Position Title:	Research & Evaluation Lead
Reporting to:	Director Evidence & Impact
Direct Reports:	0
Location:	This position can be based at any of our office locations
Job Type:	Full time
Initial Appointment:	Permanent
Competency Framework:	Lead Practitioner L2\$109,213.31
Last updated:	03.08.2021

## THE HEALING FOUNDATION VISION

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The Healing Foundation is a national Aboriginal and Torres Strait Islander organisation that partners with communities to address the ongoing trauma caused by actions like the forced removal of children from their families.

We focus on building culturally strong, community led healing solutions, through working closely with communities around the country.

## THE ROLE AND THE TEAM

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The role: **Research & Evaluation Lead**

The **Evidence and Impact** team leads THF's research agenda, provides policy advice and influence, understands and responds to emerging evidence and evaluates impacts, and translates knowledge for critical stakeholders, thereby informing activity.

The Healing Foundation Capability Framework is designed to provide a roadmap for leaders and teams to have more specific discussions on *'how to be successful'* at the Healing Foundation by articulating what our expectations of ourselves and others are. It is designed to support the achievement of our strategic plan.

Reporting to the **Director Evidence & Impact**, your role must demonstrate the following Core competencies and Job specific competencies:

CORE COMPETENCIES	
<b>PEOPLE AND RELATIONSHIPS</b>	<ul style="list-style-type: none"> <li>Live our Values and Guiding Principles: Demonstrate our values and guiding principles in our daily behaviours, habits and interactions with others</li> <li>Enhance Health and Wellbeing: Be socially responsible with a genuine commitment to an environment where people are safe and can enhance their physical, mental and emotional wellbeing</li> <li>Grow Cultural Awareness and Connection: Appreciate and respect the significance that Aboriginal and Torres Strait Islander people place on culture, family and country, and how these elements are connected</li> <li>Proactively Engage and Communicate: Build and maintain relationships with respectful and honest communication, that facilitates mutual benefits and outcomes</li> </ul>
<b>RESULTS AND EXPERTISE</b>	<ul style="list-style-type: none"> <li>Understand Our Business: Be committed to the organisation's mission, acknowledging our challenges and continually looking to add value and grow our strengths and opportunities</li> <li>Service Delivery: Understand and meet the needs and expectations of our people, communities, suppliers and other key stakeholders and colleagues</li> <li>Be Accountable and Outcome Focused: Accept responsibility for role, make prompt informed decisions and take focused action to achieve results</li> </ul>
<b>INNOVATION AND CONTINUOUS IMPROVEMENT</b>	<ul style="list-style-type: none"> <li>Put Ideas into Action: With innovation at our core, be curious, explore new concepts and be prepared to try new ideas, backing ourselves and each other</li> </ul>

	<ul style="list-style-type: none"> <li>• Achieve Change: Seek to understand reasons for change and be open to new initiatives, providing constructive feedback and embracing change with resilience</li> <li>• Grow and Share Knowledge: Incorporate learning, knowledge capture and sharing into your work routinely</li> </ul>
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<b>JOB SPECIFIC COMPETENCIES</b>
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<b>ROLE &amp; RESPONSIBILITIES</b>	<p>Adherence to THF general risk principles:</p> <ul style="list-style-type: none"> <li>• Do no harm</li> <li>• Prevent harm to others</li> </ul> <p>Job specific competencies include:</p> <ul style="list-style-type: none"> <li>• Develop, plan and implement evaluation initiatives in line with The Healing Foundation’s Evaluation Framework</li> <li>• Embed tangible measurable outcomes into programs, planning and monitoring activities</li> <li>• Work with teams across The Healing Foundation to build evaluation capacity</li> <li>• Administer The Healing Foundation’s Research Strategy and develop advice for internal leadership and governance bodies</li> <li>• Support the director to leverage existing and develop new relationships with universities and research institutions</li> <li>• Negotiate and manage external research partnerships and contracts to ensure high standards and deliver agreed outcomes</li> <li>• Build networks, collaborations and partnerships to source evidence</li> </ul>
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<b>QUALIFICATIONS &amp; EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Demonstrated experience in research and evaluation design and management</li> <li>• The ability to work independently, manage workloads, take initiative and meet deadlines</li> <li>• Proven experience with a successful track record of dealing with key influencers and thought leaders in the Aboriginal and Torres Strait Islander health and wellbeing sectors</li> <li>• Well-developed skills in creating sector partnerships, strategic partnerships and demonstrated experience in building and maintaining networks</li> <li>• Demonstrated project management experience</li> <li>• Ability to work collaboratively with a geographically dispersed team and be an effective team member</li> </ul>
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	<ul style="list-style-type: none"> <li>• Superior communications skills</li> <li>• Highly developed research, writing, and analytical skills Other duties as required for the good governance of The Healing Foundation</li> </ul>
<b>MANDATORY REQUIREMENTS</b>	<ul style="list-style-type: none"> <li>• The position will undertake and maintain a valid State specific either WWVP, AHPRA Certificate of Registration or police clearance based on the legislative requirements of the state or territory in which they reside-</li> <li>• Demonstrated cultural awareness and competency and an ability to work positively and productively with persons from a variety of international and cultural backgrounds ·</li> <li>• Ability to travel and support the Healing Foundation’s activities across a variety of regional and remote Aboriginal and Torres Strait Islander communities ·</li> <li>• To ensure the safety of those most vulnerable people in the community, all staff travelling to remote areas where communities are at a great risk of COVID-19 must be able to provide Covid-19 digital certificate</li> </ul>
<b>HIGH DESIRABLE CRITERIA</b>	<ul style="list-style-type: none"> <li>• Post-graduate qualifications in social, behavioural or health sciences</li> <li>• Experience in providing strategic advice to senior executives</li> <li>• Ability to create complex policy documents and translate these for a wider audience</li> </ul>