

<b>Job Title:</b>	Research Lead	<b>Location:</b>	Australia Wide
<b>Team:</b>	Policy & Research	<b>Position Type:</b>	Full time and Part time considered
<b>Award:</b>	Social, Community, Home Care & Disability Services Industry Award 2010	<b>Award Level:</b>	Level 6
<b>Reports to:</b>	Policy & Research Director		
<b>Primary Job Purpose</b>			
<p>The purpose of this role is to coordinate FARE's research program, including monitoring and analysing external research and undertaking research projects.</p> <p>The role will have a high degree of autonomy within the Policy and Research team, reporting to the Policy and Research Director.</p>			
<b>Responsibilities</b>			
<ul style="list-style-type: none"> <li>Oversee the Foundation's commissioned research program of work and identify opportunities for communicating and translating the research, in consultation with the Policy and Research team.</li> <li>Develop and maintain strong relationships with researchers with an interest in areas relevant to FARE's strategic priorities including alcohol policy and public health.</li> <li>Convene discussions, events and meetings of researchers on issues relevant to FARE's strategic priorities.</li> <li>In collaboration with the Policy and Research Director, identify FARE's strategic research priority areas and work collaboratively with stakeholders to design and implement research that addresses these priorities.</li> <li>Monitor and analyse data and research related to FARE's strategic priorities by external agencies such as the Australian Institute of Health and Welfare (AIHW) and Australian Bureau of Statistics (ABS).</li> <li>Support the Policy and Research team to plan, design and undertake high quality research.</li> <li>Undertake rapid research projects that contribute to FARE's strategic priorities.</li> <li>Provide advice to the Communications team on research trends to support FARE's communication activities.</li> <li>Work collaboratively with the Communications team to communicate research via traditional and digital media.</li> <li>Represent FARE at stakeholder forums, events and meetings.</li> <li>Perform other duties as directed by the CEO and/or the Director of Policy and Research.</li> <li>Apply the principles and practices of FARE and adhere to the company's Values and Code of Conduct.</li> <li>Adhere to all the requirements of the Work Health &amp; Safety Act and Regulations, both personally and in relation to the other staff and the company in general.</li> </ul>			
<b>People Management</b>	The position has no direct reports.		
<b>Budget Management</b>	This position has no budget management.		
<b>Capabilities</b>			
<b>Qualifications/ Experience</b>	<ul style="list-style-type: none"> <li>Academic qualifications in health, epidemiology, statistics, research design, public policy or other relevant subject area.</li> <li>Professional experience in project and contract management, stakeholder engagement and research program delivery.</li> <li>Experience in applied public research.</li> </ul>		
<b>Knowledge/ Skills</b>	<ul style="list-style-type: none"> <li>Experience in project and contract management, especially within a research context.</li> </ul>		

	<ul style="list-style-type: none"> <li>• Experience in quantitative and qualitative data analysis and synthesis.</li> <li>• Understanding of government policy processes and issues.</li> <li>• Strong interpersonal and communication skills, adaptable to many stakeholder settings.</li> <li>• Ability to work with others across teams and at all levels, as well as developing workflow processes.</li> <li>• Ability to set goals and work productively with minimal supervision.</li> </ul>		
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>• Ability to manage conflicting priorities within a dynamic environment.</li> <li>• Values-based and outcomes focused.</li> <li>• Demonstrated 'can-do' attitude and actively contribute to developing a culture of excellence, creativity, responsiveness and flexibility.</li> <li>• Demonstrated commitment to continuing professional and personal development.</li> </ul>		
<b>Reviewed By:</b>	Ayla Chorley	<b>Date:</b>	22/05/2023
<b>Approved By:</b>	Caterina Giorgi	<b>Date:</b>	30/05/2023
<b>Last Updated By:</b>		<b>Date/Time:</b>	