

POSITION DESCRIPTION



Manager, Research and Evaluation

The Men's Project

About Jesuit Social Services

Jesuit Social Services is a social change organisation working to build a just society where all people can live to their full potential. We do and we influence. We accompany people and communities to foster and regenerate the web of relationships that sustain us all – across people, place and planet; and we work to change policies, practices, ideas and values that perpetuate inequality, prejudice and exclusion.

Our Vision

Building a Just Society

Our Mission

Standing in solidarity with those in need, expressing a faith that promotes justice.

Our Values

1. Welcoming – forming strong, faithful relationships
2. Discerning – being reflective and strategic in all we do
3. Courageous – standing up boldly to effect change

Our Purpose

We work to build a just society where all people can live to their full potential – by partnering with community to support those most in need and working to change policies, practices, ideas and values that perpetuate inequality, prejudice and exclusion.

Position details

POSITION TITLE:	Manager, Research and Evaluation
PROGRAM:	The Men's Project
LOCATION:	Richmond
REPORTING RELATIONSHIPS:	This position reports directly to General Manager, The Men's Project This position has line management of 1-2 staff
EFFECTIVE DATE:	July 2024

Position Purpose

- To lead and manage the research and evaluation team, including building evaluation knowledge and capabilities across The Men's Project.
- To manage The Men's Project's research agenda, consulting with key stakeholders to articulate and prioritise the gaps and questions to be answered through research.
- To build funding opportunities and partnerships that support The Men's Project's research agenda.
- To lead the end-to-end delivery of research projects, in consultation with senior management and academic partners.
- To refine The Men's Project's evaluation approach, ensuring that it contributes to the evidence base for best practice approaches to reducing gendered violence and abuse.
- Work across The Men's Project's teams to translate research into practice, including supporting the development of tools or activities that can be used as part of program delivery.
- To contribute to advocacy and knowledge translation efforts, including through submissions, the launch and distribution of reports and sharing key findings of our research and evaluation in a range of forums.

Program Purpose

The Men's Project is an initiative of Jesuit Social Services launched in 2017. It provides leadership on the reduction of violence and other harmful behaviours prevalent among boys and men, and builds approaches to improve their wellbeing and keep families and communities safe.

Our vision is for good men, respectful relationships and safe communities.

We will achieve this by:

- research to understand the behaviours and underlying attitudes of men and boys including related to violence, child sexual abuse and the well-being of men and boys themselves.
- promoting positive change around gender norms related to what it means to be a man in the 21st century as well as building skills to intervene to prevent violence; and
- developing innovative ways to stop cycles of violence and harmful behaviour among boys and men.

Current priorities for The Men's Project include:

- drawing on our Man Box research and child sexual abuse prevalence study, building a greater understanding of perpetration including opportunities for prevention and early intervention;
- supporting people who work with men and boys every day (e.g. teachers, sports coaches, social workers) to prevent violence and improve the well-being of men and boys;
- developing new early intervention approaches with adolescents at-risk of using violence;
- strengthening early intervention responses for adults and young people to prevent child sexual abuse; and
- drawing on our grounded practice experience, advocating for systemic changes that seek to prevent violence and child sexual abuse.

The Men's Project builds on Jesuit Social Services' over 45 year engagement with boys and men in trouble, but it also involves us leading new work to reduce violence, to improve the wellbeing of boys and men, and to keep families and communities safe.

Duties of the position

- Consultation with key stakeholders to articulate, prioritise and advocate for the questions to be answered through research, including The Men's Project's research agenda.
- Development and implementation of a research plan (to answer the key questions prioritised in the research agenda).
- Collaboration with key internal and external stakeholders to develop and refine a policy position and advocacy strategy based on research findings.
- The development of funding opportunities (including research grant applications) and partnerships that support The Men's Project's research and evaluation agenda.
- Leadership and support on advocacy and knowledge translation efforts, including by sharing key research and evaluation findings across a range of forums.
- Leading the management and delivery of data collection, research projects and evaluations, including:
 - The development of human research ethics applications (HREA).
 - Coordination of stakeholders, including external research agencies, funders, advisory groups and academics.
 - Primary and secondary research, employing a range of methods.
 - The analysis of qualitative and quantitative data.
 - The provision of written and verbal reports on project progress, including advice to senior management regarding risks and issues and proposed mitigations.
 - The development of literature reviews, discussion papers, research or evaluation findings and formal reports for publication or dissemination.
- Building and supporting evaluation knowledge and capabilities across The Men's Project.

Key Selection Criteria

1. Significant relevant experience leading on designing and implementing research projects and evaluations in not-for-profit, academic, corporate or government context.
2. An understanding of research, policy and reform directions related to gender equality, healthy masculinities and the prevention of gendered violence.
3. Strong written and verbal communication skills, including experience leading the authorship of significant reports and the ability to synthesise complex information and communicate this to a range of audiences.
4. Experience and capabilities in the collection and analysis of quantitative and qualitative data.
5. Strong project management and organisational skills, including experience overseeing and delivering a significant project.
6. Excellent relationship building and stakeholder management capabilities.

Key Performance Indicators

- Evidence of the development of a research agenda and research plan based on consultation with key stakeholders, and evidence of the execution of that research plan.
- Evidence of successful establishment and delivery of research and evaluation projects, within agreed timeframes.
- Evidence of the development and execution of a refined evaluation approach, including updated data collection instruments and processes and any other elements deemed necessary to ensure we are contributing to the evidence base for best practice approaches to the prevention of gender-based violence.
- Evidence of effective support of and capability building across The Men's Project teams.
- Evidence of successful management of direct reports and maintenance of good relationships with internal and external stakeholders.
- Maintenance of The Men's Project's reputation as a innovative contributor to the violence prevention field through high quality research / evaluation
- Timely and satisfactory completion of all administrative and reporting duties associated with the position.

Key responsibilities of Jesuit Social Services Employees

Service delivery / Practice Framework (program delivery roles)

- Engage and build positive and constructive relationships with internal and external stakeholders and program participants
- Deliver services consistent with program guidelines, relevant legislation and funding agreements
- Communicate clearly with others
- Manage competing priorities in a high-volume work environment
- Fulfil the reporting and administrative requirements associated with the position
- Other duties as required.

Service delivery/ Practice Framework (share services roles)

- Engage and build positive and constructive relationships with internal and external stakeholders
- Deliver services consistent with shared services guidelines, relevant legislation and funding agreements
- Communicate clearly with others
- Manage competing priorities in a high-volume work environment
- Fulfil the reporting and administrative requirements associated with the position
- Other duties as required.

Team work and supervision (program delivery)

- Work effectively as part of a team, contributing to group outputs and reflective practice

- Actively participate in regular supervision with the line manager, staff meetings and professional development opportunities.

Team work and supervision (shared services roles)

- Work effectively as part of a team, contributing to group outputs
- Actively participate in regular supervision with the line manager, staff meetings and professional development opportunities.

Continuous Improvement and Professional Standards

- Demonstrate a commitment to own learning and development
- Commitment to risk management and continuous quality improvement processes
- Compliance with relevant legislation, Code of Conduct, policies and procedures of Jesuit Social Services

Diversity, inclusion and culture

- Demonstrate respect and acceptance of diversity at all times and provide culturally appropriate support to all including Aboriginal and Torres Strait Islander peoples and those who identify as LGBTQIA+
- Interact with staff, participants and other stakeholders in a manner that is inclusive, respectful and non-discriminatory
- Demonstrate understanding, and a capacity to provide leadership in, the identity and ethos of Jesuit Social Services

Mandatory Position Requirements

- Current National and International (where required) Police Check
- Current Employee Working with Children Check
- Valid and current Australian Drivers Licence
- A relevant tertiary qualification, including research project
- Proof of eligibility to work in Australia

Safeguarding Children and Young People

Jesuit Social Services takes child protection seriously, we undertake a range of checks and processes to ensure safeguarding of children, and you are required to meet the behavior standard outlined in our Code of Conduct.

Conditions of Employment

Conditions of employment are in accordance with the current Jesuit Social Services Collective Agreement and Jesuit Social Services Policy & Procedures, including the Code of Conduct.

Employee Acknowledgement

I, _____ (please print name) acknowledge that I have read and understood the contents of this position description.

Employee Signature:

Date:

Position Description Approved by:

GM or ED

Position Description Review Date:

2 years from effective date