

Position Description

Senior Research Fellow - PNG Knowledge Management Platform Manager

Position No:

Department: Institute for Human Security and Social Change

School: ASSC

Campus/Location: Melbourne/Bundoora

Classification: LEVEL C–Research Fellow

Employment Type: 2 year fixed term contract (Research only)

**Position Supervisor:
Number:**

Other Benefits: <http://www.latrobe.edu.au/jobs/working/benefits>

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

Faculty of – <http://latrobe.edu.au/>

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When preparing an application for a position at La Trobe University, applicants are encouraged to refer to the Academic Promotions Evidence Matrix <https://intranet.latrobe.edu.au/governance/academic-promotions> The matrix gives examples of evidence of performance and achievement at each academic level. The examples given are indicative rather than prescriptive or exhaustive and applicants may include other examples to demonstrate their performance, achievements and impact. In particular evidence of research quality, either criteria relevant to ERA or, for applied research, the need for, the quality of, and impact of the research. Where appropriate applicants for Level D and E should provide evidence of citations.

Position Description

Position Context

This position will be located within the Institute for Human Security and Social Change, a research centre at La Trobe University. The Institute is a not-for-profit, collaborative and university-wide initiative, located within the College of Arts, Social Sciences and Commerce at La Trobe University. The Institute is focused on advancing progressive social change, and providing high quality multi-disciplinary research in the international, Indigenous Australia and domestic community development sectors. The Institute seeks to specialise in teaching and professional development that support and drive progressive social change. We offer specialist expertise in collective action, leadership, gender, collaborative partnerships, and participatory development practice and assessment and accountability, through research, teaching, and engagement in policy and practice.

The Institute is managing a Knowledge Platform to support the Australian Government PNG Governance Facility managed by Abt. The Knowledge Platform is designed to:

- a) utilise existing research and data to help inform policymakers, service and governance institutions and citizens of PNG as they contribute to good governance and high-quality development in that country, and
- b) Produce new research that will support both the policy development needs of Papua New Guinean stakeholders, and support the Australian aid program in PNG.

The Platform brings together a range of important skills including: field-based research and enquiry, synthesis and analysis of existing data and information both qualitative and quantitative, and communication in various forms to different audiences. The Platform will work closely with international partners to ensure relevant international research and experience is also made available for PNG stakeholders.

This position will focus on the development and implementation of the Knowledge Platform. This includes overall program management and collaboration with the international partners who are part of the Platform consortium.

The position will be responsible for identification of opportunities to provide relevant information and analysis for PNG stakeholders (likely to include DFAT, Government of PNG, civil society institutions and contractors implementing DFAT programs in PNG). The position will also be responsible for the facilitation of partnerships with PNG universities and research institutions to support their generation of research and analysis. The position will support development of networks between these institutions that contribute to building a body of knowledge related to key development challenges in PNG (this might include areas such as economic governance, decentralization and service delivery, gender and inclusion).

This position will also oversee the work of the two Knowledge Platform researchers (field based inquiry and analysis and communication).

Duties will include:

- Collaborate with PGF staff, DFAT and international partners to develop the Knowledge Platform in line with the overall program intentions and aspirations
- Work independently to identify opportunities for the Knowledge Platform to provide information and analysis to key PNG stakeholders.
- Work independently to establish partnerships and working relationships with relevant departments in PNG universities and research institutions to support the development of relevant PNG expertise in research and data analysis.

- Manage the financial accounting and reporting for the Knowledge Platform as outlined in the Platform Delivery Strategy.
- Manage and quality control the work undertaken by the Platform researchers.
- Contribute to writing up research findings for publication and dissemination
- Contribute to building relationships at local and national level to ensure that research results are communicated and adopted by industry, community and/or government.
- Contribute to knowledge and knowledge transfer, at a local and/or nationally significant level.
- Undertake other duties commensurate with the classification and scope of the position as required by Director of the Institute for Human Security and Social Change.
- The position will involve significant travel to PNG, time in country to include at least 10 weeks per year.

Key Selection Criteria

ESSENTIAL

- Completion of a PhD or equivalent accreditation and standing together with subsequent research experience in a relevant discipline such as political science, development studies, economics or anthropology.
- Ability to work independently and to manage multiple projects simultaneously.
- Ability to address gender and inclusion issues across all areas of research.
- Excellent interpersonal skills, especially the capacity to work collaboratively and cooperatively in small teams to achieve overarching knowledge platform intentions and to build relationships with a range of industry partners locally and/or nationally.
- Demonstrated skill in program management and network facilitation.
- High-quality and demonstrated skills in qualitative and quantitative data analysis, data reporting and communication.
- Demonstrated experience in research and communication with multiple partners including academic, government and citizens in a cross cultural setting.
- A record of publications, conference papers and/or reports, or professional or technical contributions which provide evidence of strong research potential.

DESIRABLE

- International development program implementation experience
- Demonstrated experience living or working in PNG or similar Melanesian context
- Demonstrated experience in formal and informal research in a Pacific location

Other relevant information

- The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

La Trobe Values

At La Trobe, we

- take a world view

- pursue ideas and excellence with energy
- treat people with respect and work together
- are open, friendly and honest
- Hold ourselves accountable for making great things happen.

For Human Resource Use Only

Initials: Date: