

## POSITION DESCRIPTION – TEAM LEADER

Position Title	Senior Officer - Research	Department	Migration Support Programs – Global Migration Lab
Location	Flexible	Direct/Indirect Reports	Up to 10 researchers/volunteers
Reports to	Lead – Global Migration Lab	Date Revised	Jan 2021
Industrial Instrument	Social Home Care and Disability Services Award		
Job Grade	Job Grade 5	Job Evaluation No:	HRC0029071

### ■ Sub-Delegation

The sub-delegation (if any) attaching to the position is outlined in the CEO Sub-delegations (as updated from time to time). Any financial sub-delegation of authority may only be exercised where a Finance project code or budget is allocated to that position.

### ■ Position Summary

**Context:** As the world witnesses record levels of migration and displacement, across the globe, people who migrate or are displaced from their homes face unacceptable risks and struggle to access the humanitarian assistance and protection they need to ensure their safety, dignity and wellbeing. Working across 192 countries of origin, transit, destination and return, the Red Cross Red Crescent (RCRC) Movement has a critical role to play in ensuring access to assistance and protection, and advocating more broadly for stronger policies and programs that promote dignity and safety.

This role will be part of a small team leading the development of the Global Migration Lab, based at Australian Red Cross. The aim of the Lab is as follows:

*Through partnerships and research we will develop insights into migration trends, policies and good practice responses at a local, regional and global level, ensuring that the Red Cross Red Crescent Movement has the information we need to work where we are needed most, in the way that best addresses the strengths of individuals, communities, and the Movement across borders, and that ensures our humanitarian diplomacy efforts are based on sound evidence and expertise.*

Critical to the overall role of the Lab will be:

- An external lens, sharing insights and learnings as broadly as possible, in and outside the RCRC Movement
- Identify, analyse and, if necessary, generate research on the latest trends and developments in the field of migration, and assess the possible (future) impact of these trends and developments on migrants
- Mentor and support National Societies to engage in research and evaluation in partnership with local universities or independently, in order to capture and build on insights of locally impacted communities
- Evaluate humanitarian impacts of migration policies and developments at the international level
- Develop recommendations for whole-of-Movement responses to the challenges and opportunities that may arise, as well as to inform advocacy and humanitarian diplomacy
- Connect with migration related networks, communities of practice, Working Groups and other relevant regional and thematic networks across the Movement

The Lab will not only support the capacity of the network to contribute to and learn from global, regional and local insights, but will increase partnerships, visibility, presence and positioning on migration worldwide. A global, strategic approach informed by data, evidence and insights (internal and external to the Movement) is critical to ensure we focus on evidence informed approaches, continued and effective adaptation and innovation, and an ability to prepare for and respond to future trends.

The Lab will be a space dedicated to exploration, testing and innovation. Hosted by rotating National Societies (Australian Red Cross for the first 3-4 years) and with 'ownership' of the Lab dispersed across the Movement, strategic alignment will be achieved through a Steering Committee and the Leadership Group, and internal and external recommendations, research and evaluations will inform strategic and programmatic decision-making.

The Senior Officer – Research will lead on knowledge creation including research design and ethics, build capacity of National Societies in research, develop research networks, monitor trends and contribute the research and drafting of global research reports. This role will initially be 6 months long, for this pilot phase. The role will report directly into the Lead – Global Migration Lab.

## ■ Position Responsibilities

### Key Responsibilities

- Lead on Lab knowledge creation, including research design and ethics
- Drive increased evidence on regional / global migration issues, including through leading research engagement and collaboration
- Lead and advocate on new and emerging areas of work relevant to migration
- Through research, build the capacity of National Societies to collaborate with universities/research institutes
- Coordinate with the Movement Lead for guidance and support related to Movement engagement on migration, as needed, to inform design and implementation of research projects
- Lead the design and implementation of research projects as well as the data collection and analysis.
- Provide a significant contribution to monitoring and evaluation of the Lab
- In coordination with Movement Lead, contribute to writing or editing Lab publications (such as reports), and author or co-author academic publications
- Lead the design and implementation of research projects, including coordination of participating Movement actors on specific projects
- Co-supervise MA/PhD student/s
- Drive a strategy around meaningful participation and representation of people with lived experience of migration and humanitarian need that includes opportunities for internships or Masters students with lived experience to contribute to specific pieces of research or in the Lab functioning itself
- Communicate and build networks with research/academic audiences
- Recruit and manage expert volunteers and interns to support activities involved in this role, including research, communications and other projects

## ■ Position Selection Criteria

### Technical Competencies

- Demonstrated skills in collaboration and leading through influence.
- Strong capacity to develop high quality research papers, data analysis, positions and reports in a regional and global context

- Strong ability to design and undertake complex migration research, including academic research and publications, experience working in universities, academic networks
- Demonstrated experience in developing and implementing monitoring and evaluation/impact frameworks
- Demonstrated understanding of migration, and the social political issues impacting migrants locally, regionally and globally
- Advanced cross cultural communication skills and the ability to work with colleagues and volunteers in an inclusive way.
- Strong understanding of the Red Cross Red Crescent Movement and of its approaches to migration, advocacy and humanitarian diplomacy.
- Proven ability to work across multiple functions and collaborate effectively with a diverse range of internal and external stakeholders
- Proven capacity to be adaptive and resilient and to work independently in a self-directed manner, and also as a member of a team
- Highly developed written and verbal communication skills, including online/remote engagement, advanced editing and writing skills with ability to understand requirements for varying audiences
- Advanced proficiency in a wide range of IT applications, including Outlook, Word, PowerPoint and Excel, and relevant research databases.
- Experience working for other components of the Movement or Australian Red Cross departments engaged with the Movement (as a member or volunteer) highly regarded
- Capacity to travel interstate or overseas for short periods may be required into the future (noting this role is largely to be based in Australia but does have periodic international travel expected)
- Capacity to work outside of normal business hours required

### Qualifications/Licenses

- Advanced tertiary qualifications, e.g. social policy, international relations, law or equivalent

### Behavioural Capabilities

- **Personal effectiveness | Being culturally competent** | Demonstrated understanding and appreciation of cultural differences and diversity in the workplace. Ability to manage cultural and individual differences effectively and appropriately to guide the work and behaviours of teams.
- **Team effectiveness | Collaborating** | Proven track record as an approachable leader, supporting and building positive and constructive relationships within teams. Valuing diversity and supporting cultural differences within teams.
- **Team effectiveness | Managing performance** | Demonstrated capability to take ownership of work and use initiative to deliver results. Ability to set performance standards for teams and provide coaching and feedback to ensure standards are met.
- **Organisational effectiveness | Thinking strategically** | Demonstrated understanding of key drivers of success within teams to enable achievement of organisational goals. Ability to think and plan goals in the long term as well as the present.
- **Organisational effectiveness | Innovating and improving** | Demonstrated capability to lead continuous improvement activities and encourage team members to identify ineffective processes and contribute to new ideas and ways of working.

## ■ General Conditions

All Red Cross staff and volunteers are required to:

- Adhere to the 7 fundamental principles of Red Cross:  
**Humanity | Impartiality | Neutrality | Independence | Voluntary Service | Unity | Universality**
- Act at all times in accordance with the Australian Red Cross Ethical Framework and Child Protection Code of Conduct
- Demonstrate skill, knowledge and behaviour to work with Aboriginal and Torres Strait Islander people in a culturally respectful way
- Comply with the Work Health and Safety management system
- Undertake a police check prior to commencement and every 5 years thereafter. Police check renewals may be required earlier than 5 years in order to comply with specific contractual or legislative requirements
- Support a child safe organisation by undertaking screening for suitability to work with children, youth and vulnerable people and to comply with relevant state/territory legislative requirements
- Assist the organisation on occasion, in times of national, state or local emergencies or major disasters.