

Position Description

Senior Research Officer – Amplify Social Impact

Position Number: 00062542
Position Title: Senior Research Officer – Amplify Social Impact
Date Written: 18 February 2020

Faculty / Division: Business School
School / Unit: Centre for Social Impact
Position Level: Level 7

ORGANISATIONAL ENVIRONMENT

UNSW is currently implementing a ten year strategy to 2025 and our ambition for the next decade is nothing less than to establish UNSW as Australia's global university. We aspire to this in the belief that a great university, which is a global leader in discovery, innovation, impact, education and thought leadership, can make an enormous difference to the lives of people in Australia and around the world.

Following extensive consultation in 2015, we identified three strategic priority areas. Firstly, a drive for academic excellence in research and education. Universities are often classified as 'research intensive' or 'teaching intensive'. UNSW is proud to be an exemplar of both. We are amongst a limited group of universities worldwide capable of delivering research excellence alongside the highest quality education on a large scale. Secondly, a passion for social engagement, which improves lives through advancing equality, diversity, open debate and economic progress. Thirdly, a commitment to achieving global impact through sharing our capability in research and education in the highest quality partnerships with institutions in both developed and emerging societies. We regard the interplay of academic excellence, social engagement and global impact as the hallmarks of a great forward-looking 21st century university.

To achieve this ambition we are attracting the very best academic and professional staff to play leadership roles in our organisation.

VALUES IN ACTION: OUR UNSW BEHAVIOURS

UNSW recognises the role of employees in driving a high-performance culture. The behavioural expectations for UNSW are below.



Delivers high performance and demonstrates service excellence.



Thinks creatively and develops new ways of working. Initiates and embraces change.



Works effectively within and across teams. Builds relationships with internal and external stakeholders to deliver on outcomes.



Values individual differences and contributions of all people and promotes inclusion.



Treats others with dignity and empathy. Communicates with integrity and openness.

OVERVIEW OF RELEVANT AREA AND POSITION SUMMARY

UNSW Business School is a leader in business education and research in the Asian region and one of the largest Business Schools in Australia with more than 16,500 students, 500 academic and professional staff and more than 80,000 alumni and partners. The Business School offers a full suite of business degree programs at undergraduate, postgraduate, coursework and research levels, including the AGSM MBA programs and a range of Executive Programs. Its direction is guided by a business advisory council of leading CEOs, chairpersons and other business leaders.

The Business School's reputation is built on its outstanding staff, students and alumni and a cultural diversity which ensures an international focus. It also has a long history of deep industry engagement, and takes pride in the impact it has through its educational and research activities. The School is frequently ranked among the top 50 in the world, and in some areas among the top 20, according to global indicators. For further information, see: <https://www.business.unsw.edu.au/>

The **Centre for Social Impact (CSI)** is a national research and education centre dedicated to catalysing social change for a better world. CSI is built on the foundation of three of Australia's leading universities: UNSW Sydney, The University of Western Australia, and Swinburne University of Technology.

Our research develops and brings together knowledge to understand current social challenges and opportunities; our postgraduate and undergraduate education develops social impact leaders; and we aim to catalyse change by drawing on these foundations and translating knowledge, creating leaders, developing usable resources, and reaching across traditional divides to facilitate collaborations.

CSI National and CSI UNSW is located on the UNSW Sydney campus (Kensington) within the UNSW Business School where the centre is aligned with the strategic priorities of the University and from where it leads interactions with students, alumni, industry, government, professional bodies, and the community.

CSI UNSW comprises research, education, and centre operational teams, a national marketing & communications team and the CEO.

Amplify Social Impact

Amplify Social Impact (Amplify) is an innovative, world-first solution which will provide thousands of for-purpose organisations with the insights and tools they need to strengthen their work and the outcomes they are attaining.

In addition to strengthening the sector through access to data and impact measurement, we will also select five of the most pressing social issues of our time, to provide evidence and convene stakeholders to better understand the issue, as well as the key levers and interventions we need to collectively work on to amplify social change.

The research reports, collaborations, online tools and resources, will enable people working for social change to make better decisions about the interventions and programs they support, track and benchmark performance, and work collaboratively, identifying the strategies they should pursue to optimise social impact.

Amplify consists of four inter-connected components:

1. **Amplify Online Platform** – An online resource, with wraparound support, with access to easy to understand social impact data, tools and guides to help social change makers better understand, measure and benchmark social change.
2. **Australian Social Progress Index** – Australia's first national social progress index, aligned to the SDGs and connected to a global framework and community of practice.
3. **Amplify Insights Reports** – Accessible research reports extending our knowledge base of five of the most pressing social issues of our time, examining the problems, drivers and levers for change to help us better understand the extent of the social issue and evidence of what works.

4. **Connect & Convene Events** – A collaboration model for systems change, bringing together key stakeholders to action the levers for change, identified in the Insights Reports.

Amplify will further build the centre's reputation for research and education leadership in social impact, as well as helping to achieve UNSW 2025 strategic goals related to social engagement and global impact.

The Senior Research Officer – Amplify Social Impact will be responsible for identifying, updating and linking national data sources such as from HILDA (*the Household Income and Labour Force Dynamics in Australia survey*), ABS (*Australian Bureau of Statistics*) and other sources) with data generated by CSI's suite of evaluation projects. The linkage and analysis of this data is to be conducted on the Amplify Online platform with guidance on statistical requirements and end-user need to be directed by The Senior Research Officer- Amplify Social Impact. They will have excellent quantitative and data dissemination research skills and conduct research that contributes to CSI's strategy and Amplify including the measurement and reporting of social impact. These objectives will help to increase the centre's reputation for research leadership in social impact by establishing a strong, thriving, high quality research environment.

The role of Senior Research Officer - Amplify Social Impact reports to the CSI Research Director and has no direct reports.

Other Key UNSW relationships include: UNSW Program Office; relevant UNSW Faculty staff.

External stakeholders: Industry, corporate, government and not-for-profit partners. CSI Directors and staff at UWA and Swinburne.

RESPONSIBILITIES

Specific responsibilities for this role include:

- Develop, refine and maintain the Amplify online databases and business management systems and coordinate linkage with other data sources such as ABS, HILDA and AIHW
- Develop and submit ethics applications, and other approvals where relevant
- Oversee collection and linkage of data from HILDA, ABS, other sources, and any CSI reports, run regressions and analyse on an ongoing basis for insights, developing new reports and updating website.
- Coordinate with CSI's Online Platform Developers to ensure data management and analysis requirements are appropriately addressed through automated functions within the online platform.
- Update and revise Amplify reports with the new data and findings.
- Add new indicators, domains or datasets to the Amplify Online database, including updating database management procedures and coordinating receipt of dataset extracts from agencies when needed
- Undertake quantitative (and, if appropriate, qualitative) research and evaluation as well as other research tasks such as, literature reviews, data analysis and writing in areas that contribute to CSI's strategy and research agenda;
- Manage collection, coding and quality of data and evaluation procedures;
- Contribute to the team dissemination of data (e.g. online, writing reports, journal articles or other publications, and at workshops and conferences);
- Manage and lead small research and evaluation projects and assist in the coordination of larger projects; organise and oversee research milestones, meetings with partners and the project team;
- Participate in the preparation of research proposals and funding applications;
- Develop, and manage strong working relationships with key stakeholders internal and external to CSI and ensure CSI and UNSW is well represented;
- Actively participate in relevant research events (eg workshops and conferences);

- Contribute to CSI's educational offering through research, teaching and/or facilitation as directed by the Manager – Amplify Social Impact
- Undertake such other duties as are requested by the Manager – Amplify Social Impact and/or Research Director or their delegate; and
- Cooperate with all health and safety policies and procedures of the university and take all reasonable care to ensure that your actions or omissions do not impact on the health and safety of yourself or others.

SELECTION CRITERIA

- A degree in Social Science (quantitative) or discipline relevant to CSI with subsequent relevant experience or an equivalent level of knowledge/experience gained in a relevant professional field including:
 - Social, demographic, or economic measurement techniques;
 - Statistical methods;
 - Indicator Development
- High-level demonstrated quantitative data analysis and research skills. Experience with longitudinal datasets favourable
- High-level quantitative data management skills and a proven record in the management and use of large datasets/databases
- Demonstrated experience/proficiency with Stata, SPSS, Excel, Access, or other quantitative database software
- Demonstrated ability to effectively write for a range of audiences, including reports and research papers
- Demonstrated ability to work with, communicate with, and present to a range of audiences regarding quantitative statistics and research findings
- Proven effective stakeholder engagement (internal and external), ability to act with tact and discretion in dealing with sensitive and confidential matters
- Demonstrated high-level of initiative and flexibility, team-oriented independence and problem-solving ability to meet strict and competing deadlines
- Knowledge of health and safety responsibilities and commitment to attending relevant health and safety training

PRE-EMPLOYMENT CHECKS REQUIRED

Based on the duties, responsibilities and requirements of this position, an appointment to this position is subject to a satisfactory completion of the following pre-employment checks:

- Verification of Working Rights

It is not the intention of the position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position. The aspects mentioned above may be altered in accordance with the changing requirements of the role.