

ROLE DESCRIPTION**Role:** Research Fellow**Line Manager:** Monitoring and Evaluation Manager**Team:** Monitoring and Evaluation**Number of reports:** N/A**Employment status options:** Casual**Location options:** Gadigal Country (Sydney Office) Whadjuk Noongar Country (Perth office) and/or Remote - Hybrid**Indigenous Identified:** No**What is my main purpose in this role?**

- Your primary objective is to initiate and conduct research on matters relating to Indigenous Education. The Research Fellow is expected to support and contribute to the research activities and outputs of the Aurora Education Foundation.

What does success look like in this role?

- Internal stakeholder feedback
- External stakeholder feedback.
- Contribution to team dynamics.
- Publications

What are my key responsibilities?**• Data Collection and Administration**

- Be a part of the organisation's Monitoring and Evaluation team.
- Initiate and conduct research under limited supervision or independently that builds on the priorities and aims of the organisation through national projects.
- Support the team in a range of research activities in consultation with the Monitoring and Evaluations Manager and the Head of Policy and Programs.
- Attend meetings, activities and roundtables associated with research activities.
- Provide support to the team in the development and coordination of associated reports and various communications.
- Work with the team to oversee the effective positive implementation and functioning of the research.

- Disseminate research in a variety of ways including in scholarly and high-quality journal outlets as well as other written/digital forms and oral presentations in relation to and in collaboration with key stakeholders supporting the project.
 - Other reasonable duties as directed by the Monitoring and Evaluation Manager and/or Head of Policy and Programs.
- **Research Projects**
 - Conduct monitoring and evaluation activities either independently or as a member of a team
 - Produce publications and policy outputs from this research
 - Contribute to the preparation of research proposal submissions
 - Engage in professional activities including attendance at conferences and roundtables in the field of expertise
 - Partner coordination, preparation and administration
 - General project management support associated with project development and implementation.

Aurora values the contribution of each team member's unique skills and expertise toward achieving its objectives. The organisation is committed to supporting employees in identifying opportunities for growth and improvement, sharing their insights, and adding value wherever they can.

Aboriginal and Torres Strait Islander peoples are strongly encouraged to apply.

Aurora is an EEO employer that welcomes applications from people who have a disability, are LGBTIQ+, and people of culturally diverse backgrounds.

Other requirements of the job.

Cultural Safety

- Comply with cultural safety principles about overcoming the cultural power imbalances of places, people and policies to contribute to improvements in Aboriginal and Torres Strait Islander education. This includes:
 - Continuously growing and applying understandings of Aboriginal and Torres Strait Islander cultures;
 - Actively reflecting critically on the potential for one's own unconscious bias;
 - Continuously supporting reform (internally and externally) to ensure procedures, processes and program practices are culturally safe.

Child Safety / Working with Vulnerable People

- Maintain the National Child Safety, Code of Conduct and Procedure.
- Work with internal staff and external advisors to provide internal training and advice on child safety matters.
- Role model the required behaviours including:
- Providing a welcoming and safe environment for children and young people.
- Promoting the safety and well-being of children and young people associated with the program.
- Interacting with children and young people in ways that are positive and safe.
- If required, provide adequate care and supervision of children and young people associated with the program.
- Acting as a positive role model for children and young people.
- Report to an appropriate person any suspicions, concerns, allegations or disclosures of alleged abuse against children and young people.
- Manage reports of any suspicions, concerns, allegations or disclosures of alleged abuse against children and young people.

Organisational Participation

- Work with the Executive Group to understand and meet the strategic aims of the organisation.
- Work collaboratively with team members to contribute broadly to the achievement of Aurora objectives.
- Participate in organisational and team planning initiatives.
- Provide regular reporting as required.
- Promote and monitor issues of work, health and safety.
- Undertake other responsibilities and duties within the scope of this role, as directed.

What will make me successful in this role?

- **Purpose and values**
 - To align with our vision that supports Aboriginal and Torres Strait Islander students to realise their full education and employment potential.
 - To uphold our core values of respect, collaboration, accountability, and impact.
 - To promote cultural, psychological, and child safety, and encourage an inclusive and supportive environment.
 - To be a leader who prioritises purpose and people, and is dedicated to achieving excellence, promoting well-being, and fostering personal

professional growth.

- **Experience**

- A demonstrated understanding of Indigenous histories, cultures, organisations and the issues facing Indigenous people in Australia meeting their aspirations for their communities and families.
- Provide regular reporting as required.
- The ability to communicate effectively with Indigenous people, stakeholders and organisations.
- A strong eye for detail and task orientation.
- An aptitude to work towards multiple deadlines in a calm and measured manner.
- Strong verbal communication and interpersonal skills, with an ability to collaborate across teams.
- Well-developed written communication capabilities.
- Ability to balance taking direction and exercising initiative.
- Previous experience working in the community and/or educational sector
- Relevant tertiary qualifications – Research, Development and Indigenous Education is highly regarded

- **Skills**

- To take initiative in developing improvement plans as needed, aligned with the organisational strategy, needs, and capabilities.
- To effectively communicate, collaborate, and coordinate with others to achieve shared objectives.
- To be open to receiving feedback and continuously learning and growing.
- To be proactive, self-organised, and capable of working independently.
- To embrace creativity and encourage diverse thinking and working approaches.
- To be adaptable to change and responsive to the shifting priorities and requirements of the organisation.
- Strong MS Suite, SharePoint and Dynamics or similar CRM skills

**All employees must have a working with children check (WWCC), police check, and references. Aurora will inform candidates/employees when checks are conducted. Aurora will cover these expenses.*

What are the benefits when working at Aurora?

- To be inspired by our purpose, leaders, and team members, with 93% of our team members recommending Aurora as an excellent place to work.
- To experience a culture of psychological and cultural safety, with 96% of team members viewing Aurora as an inclusive organisation.
- To have a healthy work-life balance, with a hybrid work model, "No Meetings Fridays," SONDER, Aurora's health and wellbeing companion, and access to Headspace. We also offer policies that support employees' personal and professional goals, such as study leave, cultural leave, and maternity leave.
- To have opportunities for personal and professional growth, with multiple training sessions, Yarns with Elders and mentors, and internal development programs.
- Competitive salary/hourly rate that is compliant with the SCHADS award.

LET'S TALK!

If you want to have a confidential conversation about this role, please contact PC@aurorafoundation.com.au we will be delighted to speak with you.

To know more about Aurora Education Foundation please visit

<https://aurorafoundation.com.au/> or follow us    

Artwork created by our Aurora High School Program Students