



Position Description – Senior Advisor Evaluation

Position Details

Position Title: Senior Advisor Evaluation

College/Portfolio: Policy Strategy and Impact Development Institute **School/Group:** Workforce Innovation and

Campus Location: Primarily based at City campus, and the potential to work across other RMIT campuses as required.

Classification: HEW8 **Time Fraction:** 0.6

Employment Type: Continuing

Reporting Line: Director Public Policy and Workforce Innovation

No. of Direct reports: 1

RMIT University

RMIT is a global university of technology, design and enterprise, committed to creating transformative experiences for students and making a meaningful impact through research, innovation, and engagement. For more information on RMIT University follow the links below.

<https://www.rmit.edu.au/about>

<https://www.universitiesaustralia.edu.au/university/rmit-university/>

<https://www.rmit.edu.au/about/facts-figures>

Our campuses in Melbourne (City, Brunswick, Bundoora, and Point Cook) are complemented by international campuses in Vietnam and a centre in Barcelona, Spain. We proudly acknowledge the Woi Wurrung and Boon Wurrung peoples of the eastern Kulin Nation on whose unceded lands our campuses are located.

We are deeply committed to reconciliation and Indigenous self-determination, embedding these values throughout our policies, culture and structures.

<https://www.rmit.edu.au/about/our-locations-and-facilities>

Why Join RMIT?

Our people are at the heart of everything we do. At RMIT, we value innovation, collaboration and impact. Our values are the heart (durrung) of who we are and what we stand for at RMIT. They guide what we do, how we make decisions, and how we treat each other.



Inclusion

Imagination

Integrity

Courage

Passion

Impact

Learn more about our values: <https://www.rmit.edu.au/about/our-strategy/values>

Organisational Accountabilities

RMIT is committed to the safety, wellbeing and inclusion of all staff and students. As a staff member, you are expected to comply with all relevant legislation and RMIT policies, including those related to: Equal opportunity, Occupational health and safety, Privacy and trade practices & Child safety standards:

Appointees are responsible for completing all required training and ensuring that they and their team members remain up to date on relevant compliance obligations.

Staff are expected to understand and support RMIT's child safe practices as part of their professional responsibilities. More about our child safety commitment: <https://www.rmit.edu.au/about/our-locations-and-facilities/facilities/safety-security/child-safety>.

Leadership at RMIT

At RMIT, leadership is not defined by position or hierarchy—it is a shared responsibility demonstrated by all staff, regardless of role or title. Leadership is grounded in our six core values, which guide and shape how we work together, make decisions, and create impact.

Effective leadership means consistently integrating these values into everyday actions and interactions, whether influencing a project outcome, supporting a colleague, or leading a team. All staff are expected to embody the principles of the *Be-Know-Do* Leadership Model:

Be – We are open and authentic, inclusive and empowering. We are purpose driven role models and communicators.

Know – We are self-aware, and understand our stakeholders, our sector and priorities.

Do – We set clear direction and expectations, we develop ourselves and others and promote mutual accountability to deliver results.

At every level, leadership at RMIT is about influence, contribution, and mindset. It is reflected in how we empower others, foster collaboration, and drive positive change through capability-building and alignment to strategic goals.

College/Portfolio/Group

The Policy, Strategy and Impact (PSI) Portfolio pursues impact and growth for priorities identified in Knowledge With Action: RMIT's Strategy to 2031.

PSI works to advance the implementation of key activities, partnerships and investments through strategy development, Indigenous engagement, innovative partnerships, precincts and location strategies, public policy and capability development. PSI is responsible for supporting Strategy Execution and the prioritisation of RMIT's investments towards achieving Knowledge with Action.

PSI includes diverse teams such as the Workforce Innovation and Development Institute (WIDI), Innovation Catalyst, Office of the Vice-Chancellor, the Ngarara Willim Centre, the Australian APEC Study Centre, RMIT Activator, Strategy team and the Health Transformation Lab.

The portfolio works as a network of collaborative and inclusive teams, working to develop and extend an 'impact ecosystem' to achieve outcomes across the whole of RMIT and beyond. PSI teams maintain distinctive expertise in evidence-driven, scalable partnerships and innovation, public policy and community engagement.

Position Summary

The Senior Advisor Evaluation will lead projects and activities that implement and develop WIDI's skills and system-intervention evaluation capability and approach. This will include applying developmental evaluation approaches, relevant statistical methods and consistent ethical standards in the conduct of evaluation and applied research capability across a breadth of WIDI's project-based workforce interventions.

The Senior Advisor, Evaluation will also be responsible for seeking out and following through on revenue generating and partnered opportunities to apply learning and evaluation approaches to the breadth of WIDI's service profile as well as evidence-based measures and analytical approaches to actively contribute to PSI and WIDI's operational priorities.

The Senior Advisor, Evaluation will work to identify and develop opportunities to connect the social service sector and RMIT's education provision in ways that provide policy evidence and social impact. The Senior Advisor, Evaluation will also participate in projects and activities across PSI that seek to connect, align and strengthen PSI's community impact and strategic execution including planning, finance, and team development.

Key Accountabilities

The Senior Advisor Evaluation will:

- Lead projects and activities that implement and develop WIDI's skills and system-intervention evaluation capability and approach using relevant and appropriate methodologies and approaches
- Engage with, develop, and implement partnered opportunities to apply evaluation, applied research and system learning in areas of impact and priority for WIDI and PSI
- Develop and contribute to system insights and learnings as it relates to RMIT's public policy and government relations priorities, with a specific focus on the health and social services sectors
- Use evidence-based measures and analytical approaches to actively contribute to PSI and WIDI's operational priorities, including planning, finance, and team development
- Participate in projects and activities across PSI that seek to connect, align and strengthen PSI's community impact and strategic execution

Key Selection Criteria

- Demonstrated understanding of the policy landscape for the social service and education sectors and ability to develop evaluations and insights based on data, research, and evidence.
- Previous experience developing partnered proposals and business development opportunities with an emphasis on monitoring, evaluation and/or learning.
- Previous experience in managing research and evaluation projects including demonstrated understanding of the development and application of Program Logic and Theory of Change frameworks.
- Highly developed written and verbal communication skills including experience producing high quality reports for a variety of audiences in a variety of formats
- Excellent relationship building and stakeholder management skills including demonstrated ability to manage relationships with diverse stakeholders.
- Significant experience providing expert advice and recommendations to ensure that project objectives are met and that project outputs are produced to a high standard.
- Excellent organisational skills, attention to detail, record keeping and multi-tasking skills, including ethics applications where appropriate and relevant.
- Highly developed skills in the use of information and communication technologies.
- Experience in qualitative and quantitative data collection and analysis using relevant software packages (NVIVO, SPSS, STATA, Tableau, Qualtrics and Miro).

Qualifications

Graduate or research qualifications in social sciences, psychology, or a related field.

Working with Children Check

Appointment to this position is subject to holding a valid Victorian Working with Children Check and other checks as required by the specific role. Maintaining a valid Working With Children Check is a condition of employment at RMIT.