Casual Evaluation Consultant Opportunity

The Opportunity

An new opportunity exists for a dynamic person with experience in quantitative and qualitative research methods and evaluation practice to join our team as a casual consultant. Be part of a small, purpose-driven team that uncovers and delivers evidence-based insights to increase social impact.

About us

Synergistiq has been a trusted and respected consulting business for 31 years. We draw upon the deep knowledge and experience of our people to provide evaluation and research, strategic planning and development, and facilitation and engagement services. We work across complex areas such as education, health, justice and social services, applying systems and strengths-based approaches with participatory engagement. We collaborate with our clients from government, not-for-profit and corporate sectors to solve multifaceted challenges, support evidenced-based decision-making and strengthen the impact of their work to achieve education, employment, and community outcomes.

We live our values in the way we work together and with our clients:

Collaboration We draw on one another's **strengths and ideas**, work **alongside our clients**, and value our **stakeholders as partners** in the process, to offer more than what was asked.

Community We **value difference** and **create belonging**, identify connections for clients through broad, inclusive consultation, and **hear the voices of all stakeholders**, to create open, trusted engagement.

Learning We are **ceaselessly curious** and open to the new, **share different perspectives and possibilities** with our clients, and engage in **mutual learning** with our stakeholders, to strengthen pathways to opportunity.

We are currently going through an exciting period of change and looking for individuals willing to contribute and share ideas, challenge thinking and learn from one another as we move into this next phase.

About the role

We are seeking a Consultant to work as part of a team on projects to:

- Draft evaluation methodologies, frameworks and data collection tools
- Work independently on various components of research and evaluation projects
- Facilitate and collect data through focus groups and interviews

- Identify and apply diverse analytical frameworks to complex quantitative data sets, as well as undertake some mixed methods analysis
- Ability to draw findings and insights from a variety of data sources
- Draft detailed, high-quality reports for diverse audiences, with guidance
- Maintain client relationships and be aware of potential additional business opportunities
- Contribute to developing new tools to enhance our client offering and improve internal processes
- Contribute to proposal development
- Play an active role in the team, sharing and learning with others.

About you (key selection criteria)

You will have or be close to completing tertiary or post-graduate qualifications and bring the following experience and skills to the role:

Demonstrated research or evaluation skills:

- Knowledge of evaluation theory and design and the ability to apply this knowledge to real-world situations
- Understanding of evaluation frameworks and data collection tools, with experience in designing frameworks and tools an advantage
- Experience in a consulting or face-paced environment in one or more of the government, not-for-profit or corporate sectors (consulting experience in environmental, social and governance fields would be an advantage)
- Experience managing research project logistics, including making bookings, managing budget and deliverable timelines
- Strong strategic thinking, conceptual and problem-solving analytical skills
- The ability to assess, understand and synthesise information to draw conclusions from a range of sources, including academic and grey literature, qualitative and quantitative data
- Demonstrated project management skills

Data skills:

- Demonstrated experience in data analysis and application of quantitative and qualitative analytical skills
- Proficiency in utilising computer programs for data analysis (advanced Microsoft Excel, SPSS, R or similar would be an advantage)

Strong communication skills:

- Advanced writing skills and demonstrated experience producing plain-English reports conveying quantitative and qualitative data for diverse audiences
- Highly-developed, clear and concise verbal communication skills for diverse audiences
- Strong visual communication skills, including ability to graphically articulate complex messages and data simply (experience using PowerBI an advantage)

Personal attributes:

- Commitment to Synergistiq purpose and values
- Exemplary interpersonal skills with a demonstrated ability for building and maintaining relationships with clients and colleagues
- An ability to work under pressure, manage competing priorities, and meet project requirements, budgets and deadlines
- A sense of shared responsibility for projects and teamwork with an ability to work independently as required
- A willingness to learn and share, acknowledging diversity of experience across a team
- A willingness to abide by our Code of Conduct, including undertaking a National Police Check and reviewing our Child Safe Policy before commencement.

We are a highly-collaborative team. We are working mostly from home and will continue with a blended model of at home and office-based work through 2021. Our office is located in Collingwood and is a ground floor office, with access to secure bike storage and shower facilities. We anticipate the role will involve working between one to three days per week, most likely the latter and are willing to discuss fitting in with your schedule. This is a casual role with the intention of moving to a permanent role in future. We will discuss the optimum way of structuring the work with the successful candidate.

To apply for the role, please email recruitment@synergistiq.com.au, with a succinct cover letter and CV that collectively address the key selection criteria. For a confidential conversation, please telephone Lisa Jones on (03) 9946 6800. Applications close on 12 April 2021.