

## POSITION DESCRIPTION

<b>Position Title</b>	<b>Data Use and Engagement Manager</b>
<b>Time Commitment</b>	<b>Full Time (1.0 FTE), permanent</b>
<b>Location</b>	<b>Remote/ Level 1, 250 Queen St, Melbourne</b>
<b>Award Classification</b>	<b>SCHADS 6</b>
<b>ABOUT THE ORGANISATION</b>	
<p><b>WHO ARE WE?</b> We are an Australian-based organisation, resourcing diverse women's rights organisations primarily in Asia and the Pacific, and contributing to global feminist movements to advance our vision of gender equality for all.</p> <p><b>VISION</b> Gender equality for all  <b>PURPOSE</b> To defend and advance the rights of diverse women and girls  <b>VALUES</b> Feminist, Accountable, Collaborative, Transformative</p> <p><b>OUR GOALS 2020-2023</b></p> <ol style="list-style-type: none"> <li>1. Resource and contribute to a resilient and vibrant feminist movement</li> <li>2. Promote systemic change towards gender equality for all</li> <li>3. Build a resilient and relevant feminist organisation</li> </ol> <p>IWDA is an Australian-based organisation, resourcing diverse women's rights organisations, primarily in Asia and the Pacific, and contributing to global feminist movements to advance our vision of gender equality for all.</p> <p>We resource the work of diverse women's rights organisations, enable them to be more effective by providing support that goes beyond money, and we make our own contributions to feminist movements through advocacy, knowledge creation and translation.</p> <p>As part of this contribution, we take actions to decolonise our approach to feminism and development. We want to become the best we can be in the world at north-south partnerships. This means we seek to understand and leverage our locational power so that we know when to:</p> <p><b>STEP UP</b> and use our power to leverage resources and access for women's rights organisations, and make our own contribution to feminist movements  <b>STAND WITH</b> feminist movements in solidarity and amplify the work of global south actors  <b>STEP BACK</b> when others are better placed to take the lead.</p> <p>Our Strategic Plan outlines a third way between the models of women's funds and international development NGOs. It was developed during 2020, a year of significant, unpredictable global change, with many unknown consequences for funding flows.</p> <p>Ensuring that IWDA is financially resilient with a diverse income base is a core objective of the Strategic Plan. Our Income Plan outlines how we will achieve this objective, whilst navigating a constantly shifting social and economic landscape, and in alignment with the other strategic objectives we have set to achieve gender equality for all.</p> <p><i>International Women's Development Agency (IWDA) has an EO exemption (H69/2022) and requests applications from women (including trans women) and non-binary people only.</i></p>	

*IWDA welcomes people with different skills and life experiences, and encourages women from culturally and linguistically diverse backgrounds, women with disabilities and First Nations women to apply. **Preference will be given to applicants who have cultural heritage and lived experience in, or strong community ties to the Pacific or countries where IWDA supports partners.***

## POSITION SUMMARY

Equality Insights is a flagship program of IWDA that aims to redefine how poverty is understood and measured and inspire wider change, in measurement standards and approaches and in gender equality outcomes. Built on more than 14 years' of research and refinement, Equality Insights deploys a gender-sensitive, individual-level survey that asks questions about many aspects of life to better understand how poverty is experienced by men and women. The result is an evidence base of (otherwise invisible) insights to inspire and enable targeted and transformative change.

Between 2020 to December 2022 the focus of our work has been on improving the gender equality outcomes of COVID-19 recovery in the Pacific through increasing the availability of data that makes the specific circumstances of women visible. Over the next 18 months (January 2023 to June 2024) IWDA will implement a program of work to strengthen the uptake and use of the resulting data and the insights generated for gender-responsive planning, programming, advocacy and resource allocations by decision-makers in-countries where the data is available (Tonga and Solomon Islands).

## KEY RELATIONSHIPS

Reports to: Senior Program Manager, Equality Insights  
Internal: Survey and Insights Manager; Communications Coordinator; Strategic Advisor  
External: In-country stakeholders, including National Statistics Offices, Ministries/Departments of Women and other, relevant line Government departments, The Pacific Community, relevant UN Agencies and academics.

## KEY RESPONSIBILITIES

### 1. Develop and support in-country constituencies

Along with the Strategic Advisor, the role-holder will help develop in-country constituencies by providing convening, capacity and technical support to enable individuals and local entities and organisations—within and outside government—to advocate for, and create accountabilities for, data use. This will include:

- Lead technical engagement with in-country stakeholders related to; communication and validation of insights; capacity growth and learning support needs;
- Contribute to building in-country constituencies for data use, with a focus on communicating the power and relevance of *Equality Insights Rapid* data for the purposes of local update and use.
- Identify, develop and implement training and learning support activities to build stakeholder/user capacity to make best use of data-driven insights

### 2. Contribute to regional and multilaterals engagements

The role-holder will contribute technically to meetings, webinars and other engagements with regional and multilateral organisations including the Pacific Community and relevant UN agencies, governments and civil society organisations. They will also develop and implement a regional engagement strategy to connect with technical conferences, forums and audiences, and more broadly, to build recognition of Equality Insights and its contribution and relevance into policies, frameworks and guidance. The role holder will develop and maintain relationships with key academics, researchers, agencies relevant to the project, and key government stakeholders.

- Build or strengthen regional networks and connections to technical audiences and processes to support uptake of *Equality Insights*;
- Represent Equality Insights, within Australia and internationally;

### 3. Quantitative analysis, interpretation and writing.

The role holder will independently, as well as part of a small team, analyse the Equality Insights data, develop findings and interpretation, produce internal and external resources using the data.

- Co-Lead technical communication of *Equality Insights* and its contribution to measuring poverty and inequality, including through working papers and articles published through peer-reviewed sources and with governments, national, regional and international institutions, civil society organisations and networks;
- Identify data insights that can be included in data storytelling and data visualisation and deliver technical communication about *Equality Insights*, alongside the *Equality Insights* Communication's Coordinator;
- Provide support and back-up as necessary to the broader Equality Insights Data Team on data collection and cleaning, and data access platform development;
- Contribute to Equality Insights monitoring, evaluation and learning activities and to organisational MEL processes including translating findings and insights from *Equality Insights* into tools and guidance for IWDA staff;

## SELECTION CRITERIA

Technical Experience	Behavioural Competencies
<ol style="list-style-type: none"> <li>1. Completed postgraduate level university qualification in statistics related field <b>or at least five years' relevant experience</b> with quantitative analysis</li> <li>2. Demonstrated experience and enjoyment in communicating complex data to technical and non-technical audiences</li> <li>3. Demonstrated experience in training or capacity development, with cross-cultural experience desirable;</li> <li>4. High level written and oral communication skills and previous experience undertaking stakeholder engagement and representation work with diverse audiences and across hierarchies;</li> <li>5. Experience with statistical analysis software, preferably Stata or R</li> <li>6. Ability to work autonomously under general direction</li> <li>7. Excellent time management and track record of delivering on-time and budget</li> </ol> <p><b>Desirable</b></p> <ol style="list-style-type: none"> <li>8. Previous experience working with gender data</li> <li>9. Previous experience working with non-government organisations (NGOs) or women's rights organisations (WROs)</li> </ol>	<ul style="list-style-type: none"> <li>• Valuing Diversity</li> <li>• Empowerment</li> <li>• Managing Work &amp; Quality</li> <li>• Acting with Transparency</li> <li>• Building Trusting Relationships</li> <li>• Collaborating for success</li> <li>• Learning, Improving &amp; Adapting</li> <li>• Judgement &amp; Decision Making</li> </ul>

## GENERAL CONDITIONS

All IWDA staff and volunteers are required to:

- Support and demonstrate IWDA's Values and Behavioural Competencies

- Act at all times in accordance with IWDA's Code of Conduct and Policies
- Act at all times in accordance with IWDA's Child Protection Policy and Code of Conduct
- Undertake a police check prior to commencement and every two years thereafter
- Comply at all times with IWDA's Occupational, Health, Safety & Wellbeing Policy and practices

#### TRAVEL REQUIREMENTS

This role will require international travel, and some domestic travel. Travel to remote locations may be required and staff should be confident and fit to travel to these locations. IWDA will continue to monitor travel restrictions and safety in the region and make decisions following discussions with IWDA staff and partners.