

Aboriginal and/or Torres Strait Islander Research Coordinator

July 2020

Reporting to:	Research and Evaluation Manager	
Direct Reports:	None	
Status:	Contract – 18 months	Part Time We support flexible working. Please talk to us about what you want.
Salary range:	\$65,000 + super and salary packaging (negotiable for the right candidate)	
Location:	Sydney (remote working is possible for the right candidate)	

Aboriginal and Torres Strait Islander status is a requirement for this position.

About the organisation

ReachOut is the most accessed online mental health service for young people and their parents in Australia. Our trusted self-help information, peer-support program and referral tools save lives by helping young people be well and stay well. The information we offer parents makes it easier for them to help their teenagers, too.

We've been championing wider access to mental health support since we launched our online service more than 20 years ago. Everything we create is based on the latest evidence and is designed with experts, and young people or their parents. This is why our service is trusted, relevant and so easy to use.

Accessed by more than 2 million people in Australia each year, ReachOut is a free service that's available anytime and pretty much anywhere.

About the role

The Aboriginal and/or Torres Strait Islander Research Coordinator will support the design and implementation of a research project on improving social and emotional wellbeing (SEWB) for Aboriginal and Torres Strait Islander people in NSW and QLD. The project is a partnership between ReachOut Australia and the Department of Indigenous Studies at Macquarie University. The research insights from this project will inform the development of a social media campaign and supporting online resources to promote the SEWB of Aboriginal and Torres Strait Islander young people.

The Research Coordinator will work closely with the Research and Evaluation Manager to conduct desk research, design research materials, coordinate fieldwork, analyse findings, and manage stakeholder relationships.



Your key responsibilities are:

- Assist in the design and drafting of research materials and preparation of ethics application
- Coordinate participant recruitment and fieldwork
- Assist in the delivery of fieldwork (including online groups and in-depth interviews)
- Assist in the analysis and interpretation of research insights
- Manage stakeholder relationships with Aboriginal and Torres Strait Islander individuals, organisations and communities
- Coordinate an Aboriginal and Torres Strait Islander youth advisory board

You work closely with:

With	Purpose
Director of Research	Provides ongoing team leadership
Research and Evaluation Manager	Provides project leadership and management
Research team	Participate as a positive and contributing team member
Service Delivery, Marketing and Digital Teams	Communicate research insights and support the translation of the research into campaign assets and content.

To be successful in the role, the following experience is preferred:

- Qualifications in public health, psychology, or social/behavioural sciences
- Experience in qualitative research, ideally within the health, education or social sectors.
- Experience in building and maintaining positive stakeholder relationships, ideally within the Aboriginal and Torres Strait Islander context
- Strong communication skills, including a proven ability to communicate with diverse audiences
- To be self-directed, organised and able to prioritise work effectively
- Thorough working knowledge of Microsoft Office including Word, Excel, PowerPoint
- Have a commitment to ReachOut Australia's values and behaviours including working in partnership with young people

We also think it would be useful to have:

- Experience interpreting and drawing conclusions from data analysis.
- A background or proven interest in youth mental health
- A background or interest in co-design and/or online research methodologies