

## Position Description

<b>Position title:</b>	<b>Director, Evidence mobilisation</b>
<b>Date established:</b>	<b>May 2023</b>
<b>Reports to:</b>	<b>Head, Programs</b>
<b>Direct Reports:</b>	<b>Deputy Director (Evidence Connect) and Deputy Director (Sax Consult)</b>
<b>Employment Status:</b>	<b>Maximum Term Contract (3 years), full time</b>

## Background

The Sax Institute is an independent, not-for-profit organisation that improves health and wellbeing by driving better use of evidence in policies, programs and services.

The Institute has an international reputation as an evidence specialist, and 20 years' experience in translating research findings into policy drawing on our own expertise as well as that of our over 60 member organisations. We work with governments, health organisations, research organisations and a network of experts nationwide to analyse policy problems and find the best evidence-based solutions.

## Program Areas –Evidence Connect & Sax Consult

Our Evidence Connect program assists decision makers to access and use evidence from research; and supports researchers and decision makers to work together to address policy and practice questions. We have several well-developed services and resources which support the use of research in decision making and are developing and testing further approaches.

The main activities at present within Evidence Connect are:

- Rapid evidence reviews
- Training courses to build capacity in research and evaluation
- Supporting connections between researchers and decision makers.

Our Sax Consult program provides a range of services to support the work of government, non-government and health service delivery organisations, including the conduct of complex literature reviews and policy analyses.

## Purpose of Position

The Director, Evidence Mobilisation is responsible for driving innovation and strategic development for the organization's approach to evidence mobilisation.

This role will be responsible for identifying and advancing cutting-edge methods and approaches to deliver evidence-based solutions for the Institute's partners. This will be achieved through collaborating with partners to identify their evidence needs and to develop innovative approaches to provide timely and relevant solutions.

The Director, Evidence Mobilisation will be responsible for establishing new capabilities within the Institute by working in collaboration with new and existing research and policy partners. This will

require exceptional leadership skills and the ability to manage and support the Evidence Connect and Sax Consult teams to ensure effective delivery of services and business models.

Furthermore, the Director, Evidence Mobilisation will foster a culture of innovation and collaboration within the Sax Institute, building relationships with key stakeholders in the research and policy communities to enhance the Institute's impact. Effective risk management, budget development and management, and reporting progress against agreed key performance indicators will also be key components of the role.

Finally, the Director, Evidence Mobilisation will work closely with the Institute Board, CEO, and Executive to ensure that the Sax Institute's innovation and evidence mobilisation strategies align with the overall strategic direction of the organisation.

The Director, Evidence Mobilisation is responsible for driving innovation and the strategic development of the Sax Institute's approach to evidence mobilisation. The Director will develop new approaches and methods to improve the availability and use of evidence by policy makers. Additionally, the Director will provide leadership in establishing new capabilities within the Institute.

**Key Responsibilities:**

- Lead the Sax Institute's approach to evidence mobilisation, including identifying and progressing new methods and approaches to deliver evidence-based solutions for the Institute's partners.
- Collaborate with partners to understand their evidence needs and develop innovative approaches to provide solutions in a timely and relevant manner.
- Provide leadership in establishing new capabilities within the Institute, including through collaboration with new and existing research and policy partners.
- Manage and support the Evidence Connect and Sax Consult teams to ensure effective delivery of services and business models.
- Foster a culture of innovation and collaboration within the Sax Institute and build relationships with key stakeholders in the research and policy communities to enhance our impact.
- Effectively manage risk, develop and manage budgets, and report on progress against agreed key performance indicators.
- Work with the Institute Board, CEO and Executive to align the Sax Institute's innovation and evidence mobilisation strategies with the overall strategic direction of the organisation.

**Key accountabilities**

Lead strategic development in evidence mobilisation	<ul style="list-style-type: none"> <li>• Develop and implement a strategic plan for innovation initiatives, including planning for growth and development.</li> <li>• Identify and progress new methods and approaches to deliver evidence-based solutions to the Institute's partners</li> </ul>
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Lead the development of new innovative programs to support evidence needs of decision makers	<ul style="list-style-type: none"> <li>• Develop new approaches to the delivery of evidence-based solutions to support decision-makers.</li> <li>• Consult, test and refine methods to provide evidence in a timely and relevant manner</li> </ul>
Contribute as member of senior management group of the Sax Institute	<ul style="list-style-type: none"> <li>• Represent the Sax Institute at relevant events and meetings.</li> <li>• Provide expertise on innovation and evidence mobilisation across the Institute.</li> <li>• Attend Board, Executive and senior management forums or meetings as required</li> </ul>
Manage and support the Evidence Connect and Sax Consult teams	<ul style="list-style-type: none"> <li>• Supervise Evidence Connect and Sax Consult Deputy Directors</li> <li>• Prepare reports, including for the Sax Board and Sax Executive and partners</li> </ul>
Ensure services are delivered to a high standard and to the satisfaction of clients	<ul style="list-style-type: none"> <li>• Monitor and evaluate established and newly developed services</li> </ul>
Ensure effective business models are in place	<ul style="list-style-type: none"> <li>• Develop, review and revise business models for existing and new services</li> </ul>
Lead promotion of services	<ul style="list-style-type: none"> <li>• Develop and implement engagement and promotion plan</li> </ul>
Contribute to the national and international body of evidence on knowledge mobilisation	<ul style="list-style-type: none"> <li>• Contribute to papers on evidence mobilisation.</li> <li>• Present at national or international meetings</li> </ul>

The Sax Institute is a rapidly growing and responsive organisation. New opportunities that align with the core functions of the role will be agreed from time to time.

**Qualifications:**

- A PhD in a relevant field such as health services research, population health, epidemiology, or related discipline
- Demonstrated experience in innovation and evidence mobilisation in a research or policy setting.
- Proven ability to lead and manage teams, and to work collaboratively with internal and external stakeholders.
- Strong communication and interpersonal skills, and the ability to influence and negotiate effectively.
- Demonstrated experience in developing and implementing successful business models.
- Strong analytical and problem-solving skills, and a track record of delivering results.