

Position Description

Position title:	Deputy Director, Partnerships, Aboriginal Health
Date established:	October 2024
Reports to:	Head, Aboriginal Health
Direct reports:	Project Officer, Aboriginal Health
Employment status:	1.0 FTE; 24 month contract

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 nearly 20 years' experience in translating research findings into policy drawing on our own expertise as well as that of our more than 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.

Division / Program Area – Aboriginal Health

The Aboriginal Health Division is a newly formed Division of the Sax Institute. The Sax Institute is deeply committed to advancing the health and wellbeing of First Nations peoples and has a proud history of collaborating with the ACCHS sector and other key stakeholders in research, evaluation and policy. The Sax Institute has worked in partnership with Aboriginal Community Controlled Health Services (ACCHSs) in NSW for more than a decade conducting a program of research that aligns with ACCHS priorities. Our work involves ACCHSs and government partners, as well as multidisciplinary teams of researchers. The program has evolved an integrated approach to using data to generate health improvements and has already resulted in increased knowledge about health and its determinants in Aboriginal children and young people and strengthened services and new programs to improve Aboriginal health through the Study of Environment on Aboriginal Resilience and Child Health (SEARCH). More recently, the program has expanded to focus on other areas of Aboriginal health research including healthy ageing, patient care, food security, evaluation of Aboriginal-led programs and social and emotional wellbeing of their staff throughout the COVID 19 pandemic.

Purpose of position

The purpose of the Deputy Director, Partnerships is to:

- (a) Strengthen the delivery of strategic projects across Aboriginal health including:
 - Building and strengthening partnerships with state and national policy and decision makers and other key stakeholders
 - Enhancing Aboriginal health communications and dissemination of findings
 - Contributing to increasing researcher engagement in Aboriginal health.
- (b) Support the development of new initiatives that meet the strategic goals of Aboriginal health and the Institute including:
 - Pursuing opportunities with stakeholders that arise from consultations, forums and engagements
- (c) Lead the delivery of some internal research projects
- (d) Manage personnel

Note that this position requires occasional travel within NSW.

Key accountabilities

Key accountabilities	Performance expectations
Deliver on strategic priorities and support the sustainability of the Aboriginal Health Division	<ul style="list-style-type: none"> • Lead and contribute to funding proposals • Timely delivery on Strategic actions • Support growth and improvements in Aboriginal health
Partnerships and relationship building and delivery	<ul style="list-style-type: none"> • Supporting partner engagement and relationship building, ensuring Aboriginal health meets the needs of key partners, ensuring deliverables are met and contributing to the strategic engagement.
Lead and provide oversight of internal projects	<ul style="list-style-type: none"> • Ensure that objectives and deliverables are met within agreed timeframes • Provide ideas and input to enhance stakeholder engagement
Opportunities, innovation & improvements	<ul style="list-style-type: none"> • In consultation with the Aboriginal health team, evaluating, managing and responding to new opportunities • Assist to identify and implement operational improvements to programs within the Division • Support grant opportunities and provide recommendations and input to pursue grants • Identifying internal efficiencies and improvements
Internal Support	<ul style="list-style-type: none"> • Provide support across the Division as required. This includes finalising guidelines, internal policies and projects that have been agreed

Selection Criteria

We are looking for a dynamic and dedicated Deputy Director to fill this position who has the following experience and current skill set:

- Aboriginality is a genuine occupational requirement of this position.
- A PhD, relevant Master's degree or relevant experience
- Strong understanding and experience in Aboriginal health research and policy
- Established Aboriginal community and stakeholder networks
- Experience in stakeholder management, with a demonstrated capacity to manage complexities and diverse stakeholders
- Demonstrated ability to contribute ideas and innovations, develop and implement initiatives
- Excellent interpersonal skills and proven ability to work as part of a team, and build successful working relationships with a variety of people and to deliver on commitments