Position description

Position title	:	Consultant (Perth)
Reports to	:	Principal, Consulting
Employment type	:	Full-time/Permanent
Location	:	Perth
No. of direct reports	:	Nil
Date	:	May 2022
Approved by	:	Executive Director, Consulting

The operating environment

SVA overview

Social Ventures Australia (SVA) is a not-for-profit organisation that works with partners to alleviate disadvantage – towards an Australia where all people and communities thrive.

We influence systems to deliver better social outcomes for people by learning about what works in communities, helping organisations be more effective, sharing our perspectives and advocating for change.

Our range of services are designed to scale social impact, helping business, government and philanthropists to be more effective funders and social purpose organisations to be more effective at delivering services.

SVA's work is underpinned through its three core business units of Impact Investing, Ventures and Consulting. To drive the change we seek, we build on our practical knowledge of effective practice in areas such as education, employment, housing and with First Australians.

As a values-driven organization, people at the centre, difference gives us strength, open and ready to learn, and real change takes time, underpin our work. More information on our values is available on our website.

SVA's work is enriched by first-hand experiences of all our employees.

Team overview

SVA's Consulting team works exclusively on for-purpose projects that strengthen the social sector and have a positive impact on people and communities.

SVA pioneered social sector consulting in Australia and in the past 14 years, the team has worked with hundreds of clients to deliver high impact projects. Our clients include for-purpose service delivery organisations, Government, philanthropic organisations and corporates.

We provide innovative and effective solutions for our clients tailored to their unique needs and situations, enabling them to achieve their purpose as we apply a first principles approach.

Our team is located across Sydney, Melbourne, Perth, Darwin, and Brisbane, and has become long-term trustedpartners to our clients.

Our projects generally fall into one of five service offerings:

- Strategy and Governance – helping organisations to determine their purpose and how they can best achieve it.
- Outcomes Management – supporting organisations to understand the changes they want to create and how to measure if they are achieving it.
- Collaboration and Partnerships – supporting clients to identify partnership and collaboration opportunities to increase their impact.
- Organisational Effectiveness – helping clients to operate more effectively to ensure they are set up to achieve their goals.
- Program Design – helping clients to develop effective programs that achieve the desired outcomes for participants.

We work in a broad and ever-expanding range of areas, with deep expertise in Children and Families, Disability, Education, Employment, First Australians, Financial Wellbeing, Family Violence, Health, Housing, Mental Health, Older Australians and Regional Development.

Position purpose

Working in teams, Consultants lead and/or contribute to problem-solving, analysis, project and client management work, either under direct supervision of a Director or Principal, or working independently. Some projects may require the Consultant to provide oversight of the work of Analysts.

Typical client projects last between three to six months. Consultants generally work across multiple projects at a time and may take on different roles in each depending on the project and composition of the team.

Outside of client projects, Consultants assist in business development by conducting research and developing proposals for new client projects.

Position responsibilities

Typical responsibilities include:

- As part of a team, break down and understand a client problem to work out how the team will deliver the project to meet the needs of the client.
- Develop and manage a workplan (or component of an assigned work plan) for the project to ensure the highest quality, data-driven analyses and client interactions.

- Conduct quantitative and qualitative research and analysis through desktop research and interviews with client staff, client beneficiaries and experts in the field.
- Data modelling and analyses, such as developing a financial model or financial projection (generally in MS Excel).
- Prepare clear and compelling reports and presentation materials (generally in MS PowerPoint and MS Word).
- Facilitate and present analysis and findings in meetings and workshops.
- Work with clients to implement recommendations.
- Capture and share knowledge from client projects both internally and externally.
- Complete project administration activities such as maintaining Salesforce data for client projects.

Special requirements

Interstate and travel to remote locations may be required.

Person requirements

To effectively perform this position, the person will require the following:

Knowledge

- Demonstrated knowledge, passion and commitment to working in the social sector and on society's most important challenges.

Experience

- Minimum of four years of demonstrable recent experience working within a problem-solving role (e.g. consulting, social sector, government, law, finance, business).
- Experience working within the social sector is desirable.

Qualifications

- Bachelor's Degree with a strong academic record in a relevant field. Our interdisciplinary team comes from a variety of degree backgrounds, especially programs with a strong focus on problem-solving such as law, business, policy and engineering.

Skills & Abilities

<u>Research</u>

- Conducting qualitative research and analysis through interviews with client staff, client beneficiaries and experts in the field.
- Conducting quantitative research and analysis of the client's sector and similar services.

Analysis and Problem Solving

- Ability to identify the core client problem to be solved, disaggregate the problem into the key issues to be addressed, and develop hypotheses against these issues.
- Demonstrated ability to structure a workplan, and design and execute analysis to test hypotheses while maintaining focus on the most critical issues.
- Ability to make clear recommendations based on insights gained through development of a strong fact base and analyses.
- Demonstrated capability applying frameworks to structure and push thinking as well as to develop new approaches to complex problems.
- Demonstrated creativity in problem solving to test thinking and to provide rigor in areas where evidence is hard to obtain.

Project Management

- Ability to plan and project manage entire client projects or a component of a client project.
- Ability to meet deadlines, often within very tight timeframes and the flexibility to adjust plans and deliverables based on client requests.
- Confidence to pro-actively look for better ways of working and to seek additional resources when required.

Communication

- Strong communicator - both verbal and written, enabling succinct and compelling presentations to clients with a logical storyline and clear recommendations.
- Sensitive to engaging clients in challenging situations with empathy and respect.
- Is comfortable providing feedback and actively seeks feedback from others on how to improve performance.

Networking

- Ability to engage and maintain positive working relationships with relevant networks and contacts to achieve best outcomes.