

# Position description

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Position title	: Employment Evidence and Practice Adviser
Reports to	: Director, Employment
Employment type	: Permanent, Part-time (2 - 3 days per week)
Location	: Sydney or Melbourne
No. of direct reports	: Nil
Date	: February 2024
Approved by	: Chief Executive Officer

## The operating environment

### SVA overview

Social Ventures Australia (SVA) is Australia's most innovative social impact organisation.

We use our broad outlook, transformational thinking, and trusted voice to lead the charge against inequality in Australia. We were created 20 years ago to find innovative solutions to entrenched social problems and accelerate the rate of positive change.

We help institutions think differently, we help redesign systems by learning about what works in communities, and we work hand-in-hand with our passionate partners to take real action and drive positive social change.

### SVA Values

As a purpose-driven organisation, our values guide who we are, how we work and the decisions we make.



People at the centre



Difference gives us strength



Open and ready to learn



Real change takes time

Learn more about SVA's values [here](#).

## First Nations Practice Principles

SVA is committed to providing a culturally safe workplace for all our First Nations employees, partners and clients. We commit that our work with First Nations peoples is aligned with our First Nations Practice Principles set out below.



Learn more about SVA's First Nations Practice Principles [here](#).

## Team overview

SVA has secured philanthropic funding to deliver the Rebuilding the Career Ladder initiative. Over the next two years and as part of SVA's Social Impact Initiatives unit, SVA's Employment team will work with employers, young people, community, and academic partners to mobilise a network of employers committed to increasing quality jobs and career pathways for young people from less privileged backgrounds. The strategy is organised around five pillars:

- Building momentum for change. Working with employers, community partners and young people to drive increased action to create quality jobs for young people who are missing out.
- Building an evidence base. Documenting examples of good practice, including evidence of organisational benefits of change.
- Practical support for employers. Supporting employers directly to implement practice change through Employer Innovation Labs and ongoing coaching.
- Centering youth voice. Engaging young people in our work and identifying ways of bringing their experience of working and looking for work to life.
- Supporting effective program approaches. Identifying and promoting effective strategies for NFPs and others to work with employers to open up pathways for young people into quality jobs.

## Position purpose

As part of SVA's Career Ladder initiative, the Employment Evidence and Practice Adviser promotes the identification and application of good practice by employers in creating quality jobs and careers for young people at risk of economic exclusion.

This role also helps ensure that the SVA Employment Team's work reflects best available evidence and generates new information and insights by documenting leading employer practice and effective collaborations.

## Position responsibilities

Specific responsibilities will include:

### **Evidence-based Practice**

- Ensure that SVA's work with employers is up-to-date and reflects evidence-based practice.
- Identify evidence relevant to the promotion of opportunities for young people at risk of exclusion on an ongoing basis.
- Identify and/or generate practical tools and resources for employers that support implementation of good practice.
- Monitor new developments and assist the team to maintain an understanding of current evidence-based practice.
- Contribute to building an Australian evidence base, by capturing insights from SVA's work with employers; and identifying evidence gaps and possible strategies to address these (e.g. Partnering with others on low-cost research projects).
- Contribute to the dissemination of evidence base and practice advice, producing materials (e.g. toolkits or evidence summaries) appropriate for different stakeholder audiences
- Promote and disseminate evidence and good practice e.g. through newsletters and/or webinars, working closely with the Communications and Engagement Manager.

### **Supporting effective program approaches**

- Identification and documentation of effective strategies for working with employers to create quality jobs for young people at risk of exclusion.
- Identify and (where appropriate) support (for example by providing advice, helping with impact measurement) program initiatives that are effective in generating quality jobs for young people at risk of exclusion by supporting employer practice change.
- Document program initiatives with a view to supporting their wider adoption, for example by identifying success factors.

### **Contribute to overall SVA organisational objectives**

- Contribute to team/s goals, ensuring a safe and healthy environment for colleagues and stakeholders.
- Provide assistance to others across SVA in areas of expertise and participate in organisational initiatives and shared projects as required.
- Contribute and support the implementation of SVA Stretch Reconciliation Action Plan commitments.
- Participate in and support organisational change initiatives and model SVA values.

## Special requirements

The role may require travel within Australia.

## Person requirements

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

### Knowledge

- Knowledge of one or more of: diversity, equity, and inclusion practices; disability employment; human resources; industrial relations; organisational development, labour market programs; apprenticeships & training; youth employment.
- Broad understanding of dimensions and drivers of economic and social exclusion.
- Understanding of legislative and policy environment relevant to employment and/or discrimination is an advantage.

### Experience

- Working for or with employers in one or more of: Disability Employment, Diversity, Equity and Inclusion, Human Resources, Apprenticeships and workplace training, placement and/or support of unemployed people in work.
- Experience in research and/or research translation.
- Lived experience of social or economic exclusion, and/or living with a disability is relevant, but not required.

### Skills & Abilities

- Ability to identify, analyse and synthesise relevant research and evidence.
- Excellent written skills, including the ability to translate research evidence into practical guidance.
- Capacity to present and explain research findings in varied formats for diverse audiences.
- Ability to continuously improve practice, reflecting on what has and hasn't worked and exploring new ideas and approaches to increase impact.
- Ability and willingness to ensure that perspectives of people with lived experience are included.
- Ability to build, consolidate and nurture trusted relationships with internal & external stakeholders.
- Ability to work flexibly as part of a team to achieve overall outcomes, including being willing to support colleagues and adapt as program needs change.
- Ability to create a positive working environment and rich professional learning experience for team members and across teams; working well with others to realise shared goals.
- Ability to work in cross-cultural settings and connect with diverse teams across the organisation.
- Alignment with SVA values.

### Qualifications

Tertiary qualifications in a related area (e.g., social sciences and/or human resources) are beneficial but not essential.