

RESEARCH AND EVALUATION SPECIALIST

The Men's Project

About Jesuit Social Services

Jesuit Social Services is a social change organisation working to build a just society where all people can live to their full potential. We do and we influence. We accompany people and communities to foster and regenerate the web of relationships that sustain us all – across people, place and planet; and we work to change policies, practices, ideas and values that perpetuate inequality, prejudice and exclusion.

Our Vision

Building a Just Society

Our Mission

Standing in solidarity with those in need, expressing a faith that promotes justice.

Our Values

1. Welcoming – forming strong, faithful relationships
2. Discerning – being reflective and strategic in all we do
3. Courageous – standing up boldly to effect change

Our Purpose

We work to build a just society where all people can live to their full potential – by partnering with community to support those most in need and working to change policies, practices, ideas and values that perpetuate inequality, prejudice and exclusion.

Position details

POSITION TITLE:	Research and Evaluation Specialist
PROGRAM:	The Men's Project
LOCATION:	Metropolitan Melbourne and surrounding suburbs
REPORTING RELATIONSHIPS:	This position reports to Manager Research and Evaluation, The Men's Project. This position doesn't have any direct reports
EFFECTIVE DATE:	27 July 2026

Position Purpose

- To lead and contribute to the end-to-end delivery of rigorous, high-quality and applied research projects that support the mission and strategic priorities of The Men's Project.
- To enhance the quality, rigour and usefulness of evaluations of The Men's Project programs to strengthen the standard and application of evidence.
- To lead and contribute to uplifting the evaluation knowledge, capabilities and evidence-informed practice across The Men's Project.
- To contribute to the translation and application of research and evaluation findings into practice, advocacy, resources and continuous improvement initiatives, working collaboratively with program teams and stakeholders.

Specific priorities will be determined in consultation with the Manager and will vary over time in response to organisational needs and priorities.

Program Purpose

The Men's Project is an initiative of Jesuit Social Services launched in 2017. It provides leadership on the reduction of violence and other harmful behaviours prevalent among boys and men, and builds approaches to improve their wellbeing and keep families and communities safe.

Our vision is for good men, respectful relationships and safe communities.

We will achieve this by:

- research to understand the behaviours and underlying attitudes of men and boys including related to violence, child sexual abuse and the well-being of men and boys themselves.
- promoting positive change around gender norms related to what it means to be a man in the 21st century as well as building skills to intervene to prevent violence; and
- developing innovative ways to stop cycles of violence and harmful behaviour among boys and men.

Current priorities for The Men's Project include:

- drawing on our Man Box research and child sexual abuse prevalence study, building a greater understanding of perpetration including opportunities for prevention and early intervention.
- supporting people who work with men and boys every day (e.g. teachers, sports coaches, social workers) to prevent violence and improve the well-being of men and boys;
- developing new early intervention approaches with adolescents at-risk of using violence;
- strengthening early intervention responses for adults and young people to prevent child sexual abuse; and
- drawing on our grounded practice experience, advocating for systemic changes that seek to prevent violence and child sexual abuse.

The Men's Project builds on over 45 year's of Jesuit Social Services' engagement with boys and men in trouble, but it also involves us leading new work to reduce violence, to improve the wellbeing of boys and men, and to keep families and communities safe.

Duties of the position

- Lead and contribute to the design, coordination and delivery of data collection, research projects and evaluations – both directly and through external providers or partners – with a focus on increasing the quality, usefulness and applicability of evidence underpinning the work of The Men’s Project. This includes leading and contributing to:
 - The development or refinement of program logics, evaluation frameworks and data collection instruments that are appropriate for program and practice contexts
 - The implementation, coordination and support of research and evaluation activities delivered internally or through external evaluators, researchers or partners
 - The development of human research ethics committee (HREC) applications for research and evaluation projects
 - Coordination and relationship management of stakeholders, including external evaluators, research agencies, funders, advisory groups, academics and project partners
 - The coordination, review and quality assurance of externally delivered research and evaluation activities, including monitoring timelines, deliverables and alignment with organizational priorities.
 - Primary and secondary research, employing a range of qualitative and quantitative methods
 - The analysis, interpretation and quality assurance of qualitative and quantitative data and findings to generate meaningful and actionable insights
 - The provision of expert advice about research and evaluation projects, including in relation to progress, risks, issues, and proposed mitigations
 - The development of high-quality written outputs (such as reports, fact sheets, literature reviews, discussion papers) to a publishable standard, for a range of audiences including practitioners, funders and community stakeholders
- Build and support research and evaluation knowledge and capability across The Men’s Project, including supporting staff to use data, evidence and evaluation findings in practice
- Support the translation of research and evaluation findings into practical guidance, resources and communications that influence practitioners, systems and the broader community.
- Manage competing priorities and deliver high-quality work in a dynamic and fast-paced environment, exercising sound judgement to balance methodological rigour, organisational priorities and available resources.
- Work with autonomy and initiative, including proactively identifying and progressing work priorities, problem-solving challenges and driving projects through to completion.
- Act in a delegated Manager capacity when the Manager of the Research and Evaluation team is on leave, including supporting the supervision of staff and contributing to the continuity of operational outcomes.

Key Selection Criteria

1. Relevant experience leading, designing and delivering research projects and program evaluations in not-for-profit, academic, corporate and/or government settings, preferably relating

to complex social issues, including coordination and contribution to the quality assurance of externally delivered research or evaluation projects.

2. Demonstrated ability to deliver high-quality work in dynamic environments with competing priorities, including exercising sound judgement in balancing rigour, pragmatism, timelines and organisational needs.
3. An understanding of research, policy and reform directions related to the prevention of gendered violence, gender equality and healthy masculinities.
4. Strong written and verbal communication skills, including experience leading and contributing to the authorship of reports, and other publications, and the ability to synthesise and communicate complex information clearly for a range of audiences, including in plain English.
5. Demonstrated experience and capability in leading and coordinating the collection, analysis and interpretation of quantitative and qualitative data using a range of methods, including practical quantitative analysis skills and the ability to critically interpret and quality assure quantitative findings.
6. Strong project management, organisational and problem-solving skills, including the ability to work independently, progress work with limited supervision and drive projects through to completion.
7. Excellent relationship building and stakeholder management capabilities, including experience working collaboratively with practitioners, funders, researchers, community stakeholders, external providers and project partners.
8. Experience supervising staff or contractors, including providing direction, coordination and quality assurance of outputs.

Key Performance Indicators

- Evidence of effective coordination and delivery of research and evaluation projects within agreed timeframes and organisational priorities.
- Evidence of effective coordination and contribution to the quality assurance of externally delivered research and evaluation activities and partnerships.
- Evidence of strengthening program evaluation approaches, tools and processes within The Men's Project, including improvements to data collection quality, usefulness and consistency.
- Evidence of generating high-quality, practical and actionable evidence that supports continuous improvement and contributes to best practice approaches in the prevention of gender-based violence.
- Evidence of producing clear, high-quality written outputs suitable for a range of audiences, including practitioners, funders and community stakeholders.
- Evidence of contributing to improved evaluation literacy across The Men's Project teams, including stronger understanding of evaluation processes and improved ability to engage effectively with the Research and Evaluation team and/or external evaluators.
- Evidence of proactively identifying and resolving issues, progressing work independently and contributing positively to team effectiveness in a dynamic environment.
- Evidence of maintaining strong and productive relationships with internal and external stakeholders.
- Contribution to maintaining The Men's Project's reputation as an innovative and credible contributor to the violence prevention field through high-quality applied research and evaluation.
- Timely and satisfactory completion of priority projects, activities and reporting requirements.

Key responsibilities of Jesuit Social Services Employees

Service delivery / Practice Framework (program delivery roles)

- Engage and build positive and constructive relationships with internal and external stakeholders and program participants
- Deliver services consistent with program guidelines, relevant legislation and funding agreements
- Communicate clearly with others
- Manage competing priorities in a high-volume work environment
- Fulfil the reporting and administrative requirements associated with the position
- Other duties as required.

Service delivery/ Practice Framework (share services roles)

- Engage and build positive and constructive relationships with internal and external stakeholders
- Deliver services consistent with shared services guidelines, relevant legislation and funding agreements
- Communicate clearly with others
- Manage competing priorities in a high-volume work environment
- Fulfil the reporting and administrative requirements associated with the position
- Other duties as required.

Team work and supervision (program delivery)

- Work effectively as part of a team, contributing to group outputs and reflective practice
- Actively participate in regular supervision with the line manager, staff meetings and professional development opportunities.

Team work and supervision (shared services roles)

- Work effectively as part of a team, contributing to group outputs
- Actively participate in regular supervision with the line manager, staff meetings and professional development opportunities.

Continuous Improvement and Professional Standards

- Demonstrate a commitment to own learning and development
- Commitment to risk management and continuous quality improvement processes
- Compliance with relevant legislation, Code of Conduct, policies and procedures of Jesuit Social Services

Diversity, inclusion and culture

- Demonstrate respect and acceptance of diversity at all times and provide culturally appropriate support to all including Aboriginal and Torres Strait Islander peoples and those who identify as LGBTQIA+
- Interact with staff, participants and other stakeholders in a manner that is inclusive, respectful and non-discriminatory

- Demonstrate understanding, and a capacity to provide leadership in, the identity and ethos of Jesuit Social Services

Mandatory Position Requirements

- Current National and International (where required) Police Check
- Current Employee Working with Children Check
- A relevant tertiary qualification, including research project
- Proof of eligibility to work in Australia

Safeguarding Children and Young People

Jesuit Social Services takes child protection seriously, we undertake a range of checks and processes to ensure safeguarding of children, and you are required to meet the behavior standard outlined in our Code of Conduct.

Conditions of Employment

Conditions of employment are in accordance with the current Jesuit Social Services Collective Agreement and Jesuit Social Services Policy & Procedures, including the Code of Conduct.

Employee Acknowledgement

I, _____ (please print name) acknowledge that I have read and understood the contents of this position description.

Employee Signature:

Date: _____

Position Description Approved by:
Executive Director, Men's Project

Position Description Review Date:
December 2026