



NOSSAL INSTITUTE LIMITED

POSITION DESCRIPTION

POSITION TITLE:	Technical Advisor
REPORTING TO:	Head, Disability Inclusion for Health and Development
CLASSIFICATION:	Category 4 (\$69,528-\$87,464 + superannuation + salary packaging)
EMPLOYMENT TYPE:	Full time fixed term appointment (1 year) with the possibility of extension
NUMBER OF REPORTS:	0

The Organisation:

The Nossal Institute for Global Health at the University of Melbourne delivers practical solutions to pressing global concerns. We are at the forefront of strengthening health systems in Asia and the Pacific. We work to ensure all can access health services. We promote well-being and strive for all people to reach their full potential.

Health and well-being underpin the productivity, security and resilience of nations, communities and families. Our big picture perspective helps us understand, and respond to, complexity and change. We combine real-world experience with the scientific rigor of one of the world's most prestigious universities. Our work benefits from the flexibility and responsiveness of the Institute's not-for-profit consulting arm.

Disability for Health and Development:

Development can only be sustainable if it is equitable. Inclusive development and health service delivery increases security and widens opportunities for all. By ensuring disability perspectives in research, policy and practice we improve service delivery for all. We deliver practical targeted and mainstreamed solutions. We understand and appreciate diversity. Our work concerns all persons with disabilities and others with access and functioning needs.

We aim to:

- Improve disability data, measurement and the monitoring of progress towards international commitments to disability inclusion.
- Improve access to, and the accessibility of, health and development services for persons with disabilities and others with access and functioning needs.
- Better understand and address disproportionate risk and underlying factors that prevent meaningful participation and inclusion in health and development.

Position Summary:

The Technical Advisor will support the delivery of the Nossal Institute's *Disability Inclusion for Health and Development Unit's* ('the Unit') program of work.

Key Responsibilities:

1. Advancing the work of the Unit:
 - a. Provide support to the staff of the Unit in the design, bidding and implementation and reporting on the Unit's activities;

- b. Contribute to the preparation, organisation and conduct of major public events and represent Nossal as appropriate;
 - c. Ensure the content on the Unit's webpage presents the Unit's work in an engaging manner and is regularly updated.
2. Research and knowledge development:
- a. Maintain engagement and up to date awareness of policy, organisational, programmatic and research developments related to gender and inclusion at global, regional and national levels in selected countries;
 - b. Support the Unit to pursue research opportunities, establish relationships with other research institutes in Australia or internationally and apply for funding for collaborative research activities;
 - c. Undertake a technical role in the conduct of research programs where appropriate.
3. Technical assistance:
- a. Provide technical support to and carry out consultancies for the Unit;
 - b. Lead and/or support tender preparation and bid development for the Unit.
4. Capacity development:
- a. Collaborate with Unit team members in building the capacity partners in Asia and the Pacific in disability Inclusive Practice;
 - b. Identify, and develop opportunities to grow the teaching and education program of the Nossal in relation to inclusion.

Selection Criteria:

Essential:

- Significant knowledge and experience working in inclusive development, ideally in the health sector in Asia and the Pacific.
- Proven track record working on gender issues preferably relating to education and training for disadvantaged groups.
- Qualitative skills to contribute to health and development research and/or policy analysis.
- Experience in carrying out project design, implementation, monitoring and evaluation.
- Excellent verbal and written communication skills, particularly in: (i) the preparation, review and presentation of technical and research reports; and (ii) policy briefs.
- Experience in stakeholder engagement and working constructively with colleagues and partners, particularly in Asia and the Pacific region.
- Experience in community engagement and the application of participatory approaches.
- Ability to work in a multilingual and culturally diverse environment.
- Able to travel 5-7 times per year, typically 2-3 weeks at a time.

Desirable:

- Postgraduate qualifications in an area of gender studies, public health international development or a relevant specialist area.
- Experience in working with projects funded by international bilateral and multilateral donors, including adhering to reporting requirements.
- Field experience in the Pacific and knowledge of contemporary gender issues in that region.

Environment, Occupational Health and Safety

The incumbent will:

- Follow safe work procedures and instructions
- Seek guidance for all new or modified work procedures

- Ensure that any hazardous conditions, near misses and injuries are reported
- Participate in meetings, training and other health and safety activities
- Use equipment in compliance with relevant guidelines, without wilful interference or misuse
- Take appropriate actions to reduce use of energy, water and supplies that adversely affect the environment (including the Nossal “carbon footprint”)

Diversity and Inclusivity Statement

The Nossal Institute Limited is committed to a diverse and inclusive workforce free from all forms of discrimination. We actively work to remove barriers to ensure all employees enjoy full participation in the workplace and encourage applications from diverse backgrounds.

We adopt our diversity and inclusivity policies from the University of Melbourne and can be viewed at <https://staff.unimelb.edu.au/diversity-inclusion>