



Position Description
Research and Policy
Coordinator
Mining for Sustainable
Development

Employment Type: Fixed term contract
Duration: July 2018- December 2020, Full Time
Reports to: Head of Programme, Transparency International Australia
Line reports: N/A
Remuneration Package: AUD \$100,000 p.a total package
Location: Melbourne Australia

Overview

Transparency International Australia (TI Australia), the Australian chapter of the world's leading non-governmental anti-corruption movement, is implementing **Phase II** of the global '**Mining for Sustainable Development**' programme. This programme seeks to achieve real change in combatting corruption in the mining sector and building the capacity of TI Australia as a Centre of Expertise on anti-corruption in mining.

The role requires a skilled professional with experience in undertaking qualitative research projects, working with diverse stakeholders, and an understanding of the extractive industries sector.

Organisational Context

Transparency International (TI) is a global movement, composed of more than 100 national chapters worldwide and an International Secretariat in Berlin, Germany. We are united by our shared vision: a world in which government, business, civil society and the daily lives of people are free of corruption. For more than 20 years, TI has played a leading global role in combatting corruption, which is widely recognised to be a serious impediment to economic development and a destabilising social force.

TI Australia has operated as an accredited TI national chapter since 1995, focusing on ways in which Government and Australian-based companies and institutions can address corruption issues both in Australia and abroad.

Led by TI Australia with the support of the TI Secretariat, the '**Mining for Sustainable Development**' programme seeks to enhance the contribution of mining to sustainable economic and human development through a focus on improved transparency and accountability in the award of mining-related permits, licences and contracts across a range of national jurisdictions. Based on the programme's 'bottom up' approach to ensure that change happens at the level where decisions about

mining approvals are made, the primary role of the programme team is to support the participating TI national chapters.

Phase I of the programme has been successfully completed. During Phase I, participating TI chapters **identified and assessed** corruption vulnerabilities in the mining approvals processes in their countries and began building multi-stakeholder networks. Phase II will focus on **addressing** those vulnerabilities at a national, regional and global level through multi-stakeholder engagement, advocacy and policy initiatives. Up to five new TI chapters will be selected to join the programme to conduct a risk assessment using the programme's Mining Awards Corruption Risk Assessment (MACRA) Tool.

The Role

The **Research and Policy Coordinator** will work with and support the Research and Policy Manager and the TI Chapters to undertake global research and develop policy positions and guidance within the programme. S/he will work with new Chapters to support them to undertake a corruption risk assessment using the MACRA Tool developed in Phase 1. Working with the Research and Policy Manager, s/he will support existing TI Chapters in implementing their National Action Plans by providing policy and technical guidance and by helping to translate research findings into effective advocacy messages. S/he will work closely with other staff within the programme to contribute to communicating research findings.

This is a unique and exciting opportunity to help lead a global initiative designed to generate tangible and lasting change in the fight against corruption; while directly contributing to TI Australia's strategic development and global leadership.

The Research and Policy Coordinator will report to the Research and Policy Manager, Mining for Sustainable Development, TI Australia.

Key Duties

Working with the Mining for Sustainable Development team in TI Australia, the Research and Policy Coordinator will:

- Train and support new chapters to **use the MACRA tool** to conduct a corruption risk assessment and review and provide feedback on their research outputs; and
- Support the Research and Policy Manager with **global research and the development of policy guidance** and other knowledge products;
- Work with the Research and Policy Manager to provide **policy/technical guidance to chapters** to support implementation of their National Action Plans, and to programme staff in the form of briefings, as required;
- Provide assistance to the Communications Coordinator in the establishment and maintenance of an online repository of documents produced through the programme, including working with chapters and other stakeholders to ensure that the documents are up to date and accurate

The Research and Policy Coordinator will also contribute to programme reporting.

Key Competencies

To be successful in this role, the Research and Policy Coordinator will:

- **have a postgraduate university degree or professional qualifications** in qualitative and participatory research, social sciences, international development or other relevant field;
- **have 3+ years of experience in working in a research and knowledge role** in the public, private or not-for-profit sectors. **Experience** working on multi-country research projects and related publications will be highly regarded;
- be experienced in **engaging stakeholders from diverse backgrounds in participatory research projects** (experience in a developing country context a distinct advantage);
- experience of working on **business practices and regulation in the extractives sector or similar field** (with mining sector experience a distinct advantage);
- experience in the development and communication of **evidence-based advocacy messages**; and
- **fluency (written and spoken) in English**, French an advantage.

Personal characteristics

The Research and Policy Coordinator will demonstrate the following qualities:

- passionately committed to transparency and anti-corruption;
- ability to manage competing priorities, and to communicate proactively regarding timeframes;
- able to work collaboratively with others, and enjoy working as a member of a team;
- skilled at communicating complex issues effectively to different audiences;
- a high level of personal maturity, self-awareness, self-management, and integrity;
- results driven and able to work to deadlines; and
- motivated by the challenge and the opportunity to make a positive difference by combatting corruption both in Australia and around the world