Research and Development Officer

- Leading not for profit organisation
- 30 or 38 hours per week – maximum term contract until June 2018
- North Sydney location, close to public transport

Carers NSW is a not for profit organisation that has exclusive focus on supporting and advocating for carers of all ages and circumstances and is a member of the national Network of Carers’ Associations.

The Research and Development Officer works within the Policy, Education and Research Unit and reports to the Manager Policy and Research. The Research and Development Officer is responsible for undertaking research on carer related issues. You will also assist in developing proposals for government carer policy and legislative changes.

**Essential Criteria you will require:**

- Tertiary qualification in social sciences or other relevant disciplines
- Demonstrated skills and experience in research and development including the ability to collate and analyse data
- Excellent analytical and problem solving skills
- High level writing skills with a proven track record in research development
- Demonstrated research and report writing skills
- Knowledge of the role of key stakeholders including State and Australian Governments
- Highly developed verbal and written communication skills
- Advanced computer and word processing skills

It would be advantageous if you have previous experience in the not-for-profit sector. It would also be desirable if you have an understanding of carer issues and needs, and empathy with ageing and disability issues.

The Annual Salary Package is between $76K to $80K for 38 hours per week, prorata for 30 hours, inclusive of super. In addition, you will have access to generous salary sacrificing benefits and training and development opportunities.

The Position Description is available to assist with your application and can be found on our website www.carersnsw.org.au. See the ‘Instructions for Applicants’ [http://www.carersnsw.org.au/about-us/employment/instructions-for-applicants](http://www.carersnsw.org.au/about-us/employment/instructions-for-applicants) on how to address the Essential and Desirable Selection Criteria for this position. For further information please contact our HR department on: (02) 9280 4744.

Please forward your application addressing the Selection Criteria to Human Resources at jobs@carersnsw.org.au

**Applications close: Friday 22 September 2017**

A criminal record check will be required as a condition of employment.