

Monitoring, Evaluation and Learning (Social Impact) Consultant

About For-Purpose Evaluations

Our Values

Excellence | Enthusiasm | Integrity | Pragmatism

Our Vision

A human services sector that knows its impact.

Our Mission

FPE provides for-purpose organisations the tools and capacity they need to measure their impact,
because every person deserves a service that works.

FPE is an award-winning social enterprise that supports for-purpose organisations to create and implement social impact and outcomes measurement frameworks and to evaluate programs and projects. We also provide interactive workshops for staff on the topics of outcomes measurement, theory of change and logic models. Our experience in direct service delivery roles means we balance a robust academic approach with a pragmatic understanding of what it is really like to provide high quality supportive programs to people and communities with complex needs. Our areas of expertise are disability, criminal justice, gender equality, social services and community development.

About the role

Reporting to the Director and working closely with Project Leads and Researcher Analysts, the Monitoring, Evaluation and Learning (MEL) Consultant plays a key role in projects from inception to completion. The MEL Consultant will contribute to the design, delivery and implementation of evaluation projects focused on social impact, outcomes measurement and theory-based evaluation. This role suits someone with demonstrated experience in evaluation and outcomes/impact measurement with for-purpose organisations. MEL Consultants work across multiple projects at once and may take on different roles in each depending on the nature of the project, the capacity and composition of the team.

Outside of client projects, the MEL Consultant will contribute to other areas of FPE's work including, business development and networking, client relationships, proposals and people leadership.

- 12months full-time contract with potential for extension and a view to permanency (a 4 day part-time contract is an option)
- Annual remuneration of \$85,000 - \$105,000 + superannuation guarantee (based on experience)*
- Flexible work from home arrangement, with fortnightly in-person co-working days in Sydney
- 5 weeks paid leave per year
- Provided with 'tools of the trade' including; a laptop, monitor, USB keyboard & mouse, webcam and Office 365 desktop subscription
- Receive internal professional development support and career development opportunities

- Contribute to the establishment of an innovative social enterprise in an emerging part of the sector
- In frequent domestic travel may be required
- Availability for out of business hours meetings with international clients will be required

*Note: the successful candidate will be offered either an MEL Consultant or an MEL Lead position. The Consultant position has a salary bracket of \$85,000-\$95,000. If the candidate demonstrates experience beyond what is described in this job advertisement including the desirable criteria, an Evaluation Lead position with a salary bracket of \$95,000-\$105,000 may be offered. The Lead position has increased duties and responsibilities which will be discussed with the candidate.

Responsibilities

Projects

- Work with the project team to break down and understand the client's 'problem' to determine how FPE will provide effective solutions for the context
- Contribute to and manage project plans ensuring project activities and deliverables are completed to an excellent standard on time for internal review by Project/Evaluation Lead and Director
- Design and lead the creation of evaluation plans, including secondary and primary research design, data collection and analysis plans
- Design and conduct the analysis and interpretation of quantitative and qualitative data, identifying relevant findings, insights and recommendations for the client context
- Co-present findings, insights and observations to internal and external stakeholders, in both a written report and presentation format including data visualisation
- Co-facilitate workshops
- Contribute to positive client relationships, leading to ongoing engagement and referrals
- Prepare for and lead client meetings and liaise with external stakeholders
- Escalate any budget or project time management issues to the Project/Evaluation Lead as required
- Complete and oversee project administration activities such as maintaining Harvest, Monday.com and Sharepoint
- Provide leadership and guidance to the project team

Business

- Actively contribute to creating an environment where every team member's contribution is valued, considered and respected
- Capture and share knowledge from client projects both internally and externally
- Contribute to business development by building your professional network and representing FPE at sector events
- Provide assistance to other parts of the business where required

Selection Criteria

Essential skills and experience

- 2+ years experience designing and delivering evaluations in the social services sector
- A tertiary qualification in social sciences, evaluation, social impact measurement or equivalent relevant field
- Strong working knowledge of social impact and evaluation theory, including but not limited to program logic models and theories of change
- Demonstrated ability to work with a project team to deliver excellent work on time, while managing competing priorities, maintaining a supportive, productive and encouraging work environment
- Experience designing and executing evaluation and social impact measurement methods and data collection in the context of social services/community development
- Demonstrated qualitative and quantitative data analytics skills in the context of social services; intermediate/advanced understanding of Excel and NVivo. Familiarity with data visualisation platforms such as PowerBI and Google Looker.
- Excellent reporting writing, communication and presentation skills (both online and in person)

Desirable skills and experience

- Paid or voluntary experience in the community development and/or social services sector
- Experience in evaluation consulting role
- Experience working in a start-up or social enterprise environment
- Experience leading a team

Who thrives at FPE?

FPE is a workplace where everyone's ideas are valued and encouraged. There are numerous opportunities for team members to contribute their creativity and unique perspectives, with the expectation that everyone will offer original ideas that enhance our work.

- Passionate about pursuing equity and social justice for all people – evaluation should strengthen and support the work of those who create positive impact
- Self-motivated and proactive in asking questions when you are unsure – this is especially important when working from home
- Comfortable with ambiguity and complexity - enjoys making sense of messy, real-world data and balancing stakeholder needs
- Enjoy working in a small high performing team – everyone contributes, we help out wherever needed and wear many hats
- Natural ability to form relationships – working online we need to work extra hard to build rapport with both colleagues and clients