



## **Position Description: Community Data Manager**

**July 2024**

### **About JR NSW**

Just Reinvest NSW (JR NSW) supports Aboriginal communities to develop their own solutions for change, making them safer and more just. Our goal is to reduce Aboriginal People's interactions with the criminal justice system. We do this by creating stronger and safer futures through both community-led initiatives and policy and legislative reform and redirecting funds away from systems that harm people, towards communities with high rates of contact with the justice system.

We work alongside Aboriginal communities to support place-based, community-led and data driven approaches to inform solutions, such as devising local 'justice circuit-breakers'. Our place-based approach feeds into broader policy and advocacy work to create levers for change. JR NSW brings together Aboriginal communities, government, agencies, philanthropic and private sector partners across political and cultural spectrums to leverage the justice reinvestment approach. We currently have JR staff working in Redfern, Mt Druitt and Moree and we collaborate with communities across Bourke, Kempsey, Cowra & Nowra to support their activities. Interest in the concept and benefits to be gained from justice reinvestment is increasing and directing more Aboriginal communities to reach out for guidance as they investigate how it might work in their communities.

### **Position purpose**

The Community Data Manager will play a critical role in ensuring that communities have access to the data they need to drive justice reinvestment initiatives. This position will work closely with Community Backbone Teams to outline the data needs of their communities, and with Community Data Officers to visualise and present data in ways that are accessible and useful for community decision-making. The Community Data Manager will report to the Data & Research Manager and will be instrumental in supporting community-led change through data empowerment.

### **Community Data Manager Responsibilities:**

#### **Community Collaboration**

- Work closely with Community Data Officers to identify community data needs and priorities.

- Provide training and support to Community Data Officers in data collection, analysis, and presentation.
- Facilitate workshops and meetings with community members to discuss data needs and findings and implications.
- Lead the process of consulting and collaborating with community members on advanced data analysis projects, such as impact evaluations designed to facilitate reinvestment of resources away from the criminal justice system.

### **Monitoring, Evaluation & Learning**

- Collaborate with Community Data Officers to develop and operationalise monitoring, evaluation, and learning (MEL) frameworks.
- Support Community Data Officers and Community Backbone Teams to collect monitoring and evaluation data and produce MEL reporting on an ongoing basis.
- Support Community Data Officers to develop systems for MEL data collection and management.
- Support to Community Data Officers may include formal and informal coaching and professional development.

### **Data Management and Visualisation**

- Contribute to the development and maintenance of data systems that allow for the effective collection, storage, and analysis of community data, including data governance and security protocols.
- Support communities in advancing their requests for government-held data.
- Create visualisations and presentations that make data accessible and actionable for community stakeholders.
- Ensure data is handled in a way that is consistent with Indigenous Data Sovereignty and Governance principles and presented in a culturally sensitive and relevant manner.

### **Reporting and Analysis**

- Prepare regular reports on data findings and community progress for internal and external stakeholders.
- Conduct data analysis to support community-led decision-making and justice reinvestment strategies.

### **Advocacy and Policy Support**

- Use data to support advocacy efforts and policy development aimed at reducing Aboriginal overrepresentation in the criminal justice system.
- Participate in discussions with government and other stakeholders to promote data-informed decision-making.

## Position Requirements:

- Bachelor's degree in Data Science, Social Sciences, Public Health, or a related field. A Master's degree is preferred.
- Minimum of 3 years of experience in data management, analysis, and visualisation.
- Experience working with Aboriginal communities and a deep understanding of the principles of Indigenous Data Sovereignty and Governance.
- Experience working with and accessing government-held data, ideally within the framework of Closing the Gap Priority Reform 4.
- Demonstrated ability to manage both people and projects, using both informal and formal leadership skills.
- Proficiency in data visualisation tools (e.g., Tableau, Power BI) and at least some exposure to statistical analysis software (e.g., R, Python).
- Excellent communication and interpersonal skills, with the ability to present complex data in a clear and accessible manner.
- Demonstrated ability to work collaboratively with diverse stakeholders.
- Commitment to the values and principles of Just Reinvest NSW, including place-based, community-led, and data-driven approaches.

## How To Apply

To apply for this position, please email a CV and cover letter to [hr@justreinvest.org.au](mailto:hr@justreinvest.org.au) with "Community Data Manager" in the subject line. Attach all documents in a single PDF.

Please address the following in your cover letter:

- Relevant work, education and/or life experience
- Your motivation to apply for the position
- Degree of experience with data related work (may be quantitative or qualitative data)

## Position Details

- Job Type: Full-time, based in one of JR NSW offices: Redfern, Mt. Druitt or Moree

## Position Benefits:

- Salary packaging
- Annual Leave loading
- Significant professional development opportunities with allocated professional development budget
- Hybrid and flexible work environment
- Paid parental leave

**Applications close 16 August 2024**

**This position is not Identified; however, we strongly encourage Aboriginal or Torres Strait Islander candidates to apply.**