



Position Description (PD)	
Role	Public Policy Manager (Affirmative Measures position)
Group	Inquiry and Research Group
Team	Aboriginal and Torres Strait Islander Stream
Level	Executive Level 2
Location	Melbourne; Canberra – <i>hybrid work arrangements available via agreement. Remote opportunities may be available for Aboriginal and Torres Strait Islander employees and will be considered on a case-by-case basis.</i>
Role context	<p>About the Team</p> <p>The Productivity Commission's (PC) Aboriginal and Torres Strait Islander Stream undertakes reporting, research and analysis that centres the voices of Aboriginal and Torres Strait Islander people.</p> <p>The Stream has an accountability role under the National Agreement on Closing the Gap, which includes developing and maintaining an information repository (through the publication of a dashboard and annual data report) and independently reviewing governments' progress against the commitments in the Agreement. We also undertake research and provide policy insights and advice on matters of importance to Aboriginal and Torres Strait Islander people.</p>
Affirmative Measure Position	<p>Affirmative Measure positions are only open to Aboriginal and Torres Strait Islander people.</p> <p>To be eligible to apply for a position advertised under Affirmative Measure – Indigenous, you will need to confirm all of the following:</p> <ul style="list-style-type: none">• You are of Aboriginal and Torres Strait Islander Australian descent.• You identify as an Aboriginal or Torres Strait Islander Australian or both.• You are accepted as an Aboriginal or Torres Strait Islander Australian. <p>You can confirm your heritage with either a letter from an Indigenous organisation or Community Elder, or an appropriate statutory declaration.</p>
Reports to	Assistant Commissioner, Aboriginal and Torres Strait Islander Stream
Direct reports	Four staff
Contact Officer	<p>Sarah Leary, Assistant Commissioner</p> <p>Email: sarah.leary@pc.gov.au</p>

Responsibilities	<p>You will have the opportunity to lead a team that provides in-depth research, analysis and policy advice across a diverse range of key policy challenges facing Aboriginal and Torres Strait Islander people. This includes the PC's upcoming reviews of the National Agreement on Closing the Gap.</p> <p>Key responsibilities include:</p> <ul style="list-style-type: none"> • Leading, jointly and in collaboration with other senior staff, the development and implementation of a research program. This includes the PC's upcoming reviews of the National Agreement on Closing the Gap, undertaken by the Aboriginal and Torres Strait Islander stream. • Planning, managing and contributing to the work of the team, including undertaking analytical, quantitative and/or research and analysis relevant to Aboriginal and Torres Strait Islander people, and the drafting of policy and data-related findings and recommendations for governments. • Leading and establishing safe and culturally responsive engagements with Aboriginal and Torres Strait Islander people, organisations and communities, other Government agencies and service providers and other members of the Commission. • Overseeing improvements to research methods, quantitative data management and analysis, and broader analytical framework use across the Commission. • Building team capabilities and supervising and mentoring staff as required. • Contributing to wider organisational initiatives and/or team leadership opportunities that may arise for projects, as required.
Selection Criteria	<p>Professional expertise:</p> <ul style="list-style-type: none"> • Highly developed conceptual and analytical skills and demonstrated expertise in research, data and policy analysis that seeks to improve outcomes for Aboriginal and Torres Strait Islander people. This includes experience applying coherent analytical frameworks and research techniques to policy issues, for example, qualitative and quantitative research methods, Indigenous research methods, and/or economic frameworks. • Demonstrated cultural competency, including knowledge and understanding of Aboriginal and Torres Strait Islander cultures, perspectives and decision-making structures. You will also demonstrate capability and commitment to continue to develop cultural competency. • Academic qualifications in public policy and analysis, with a preference for additional qualifications or experience in areas such as mixed-methods research, economics, data analysis, law, the humanities or science. <p>Effective Team Leadership and Engagement:</p> <ul style="list-style-type: none"> • High level interpersonal skills, including the ability to build strong, sustainable working relationships within the Commission and with Aboriginal and Torres Strait Islander people, organisations and communities.

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- Strong written and verbal communication skills, including ability to communicate sensitively and effectively with Aboriginal and Torres Strait Islander people.
 - Demonstrates leadership that drives trust, collaboration, and respect across teams and stakeholders by nurturing relationships, listens actively, and recognising diverse needs.

Personal Productivity and Growth:

- Leading by example, to contribute to a culturally safe work environment, and one of collaboration, inclusion, innovation, and continuous improvement.
 - The ability to effectively plan and progress work for self and others to deliver on agreed outcomes – managing competing priorities, monitoring work progress, problem solving, identifying and implementing improvements, and displaying resilience.
 - Shares knowledge openly, supports others' growth, and provides guidance and mentorship to build capability and strengthen team performance and wellbeing.
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