



SENIOR CONSULTANT/ CONSULTANT ROLE

Looking to apply your expertise and knowledge to work that matters? Well, we're looking for a new member to join our Subiaco team.

About our team

We, Miles Morgan Australia (Miles Morgan), are a Perth based consulting firm that has operated successfully since 1997. We have undertaken projects across Australia and overseas – within community, industry and government contexts – that have been critical to advancing policy and program development and reform in several significant areas.

Our key areas of focus are:

- Workforce and skills development;
 - Vocational education and training;
 - Adult learning and employment;
 - School-to-work transitions;
- Early childhood education and care;
- Disability, equity and diversity;
- Social and emotional health and well-being;
- Evaluation and social impact measurement; and
- Scenario planning and strategic foresight.

We are also recognised nationally and internationally for our work in areas of:

- Career development;
- Occupational profiling; and
- Governance.

Our team members are all highly qualified evaluators, researchers and consultants. One of our core strengths is our ability to adapt our skills, knowledge and attributes to both large-scale and smaller projects; we have for example, been invited twice by the OECD to develop best practise case studies in training and skills development and delivered employee and volunteer consultations for a local community organisation.

We focus on delivering the highest quality, context relevant and purposeful products and services. Take a look at our **job description below** to learn more about us and the role.

About our new team member

*We want to add a new member to our team. **Ideally** you will have:*

- A postgraduate qualification (or equivalent professional credentials) in public policy, education, psychology, population health, evaluation, economics or the social sciences;



- 3-5 years of relevant consulting experience – preferably including for government clients but experience working within NFP, social enterprise or commercial contexts are also valued;
- Experience leading medium sized projects to successful completion;
- Experience using a range of methodologies including qualitative and quantitative approaches – current role requires strength in quantitative but appreciation and interest in qualitative approaches;
- Functional expertise in the employment, education, disability, community services or related sectors;
- Experience conducting strategy, policy and program research, evaluation and design;
- Strong project management and administration skills with demonstrable commitment to regular progress monitoring, logical task sequencing, and respect for research/evaluation protocols and ethics management;
- Ability to respond to a change in priorities and to work simultaneously on more than one project;
- Demonstrated resilience, commitment to self-directed working within a strong team environment, including willingness to ask for help, while working within uncertain contexts; and
- Experience in developing project proposals e.g. grant writing and/or formal tender or quotation responses (desirable – not essential)

You *must*:

- Have the personal and professional qualities that will enable you to fit into our small team. This includes being willing to:
 - Work collaboratively and collegiately in a small team environment where ego is not a driving factor;
 - Be flexible within your work role, including taking on multiple roles which may include research, project management and administrative duties from time to time (even the CEO makes the coffee);
 - Work hard and help each other out when it's needed;
 - Possess self-awareness about your skills, strengths, and areas for improvement, and the capacity for self-reflection, and
 - Join in on social occasions and team celebrations with your colleagues
- Have excellent written and oral communication and knowledge translation skills, including interview, presentation, and data visualisation skills;
- Be able to engage stakeholders across diverse community, industry and government contexts, including people living with complex cultural, linguistic and social needs;
- Be able to undertake disciplined collection and analysis of qualitative and quantitative data, including appropriate application of theory and context knowledge;
- Be available to work in a national and international context (Subiaco-based with occasional state and interstate travel, and international conference calls);



- Be humble in sharing your knowledge, perspectives and views; and
- Be enterprising and creative, self-motivated and keen to expand your boundaries.

What we can offer our new team member

You'll work in a great office where:

- we do our best to offer flexible, life-friendly work hours (we are all human after all);
- our French press coffee maker gets a good workout every morning (we all need a vice);
- there may be opportunities to attend/present at national conferences or seminars (education and learning matters); and
- local professional development and networking is actively supported (we believe it's important to share and celebrate our work).

We always work to pay our team members above the relevant awards rates and actively review our salaries against comparative industry standards.

Annually, we offer a discretionary bonus to recognise team contribution to our business success, and for the right fit, **we are open to discussing part-time and/or flexible work arrangements.**

How to apply

*Please submit your CV and a cover letter telling us a bit more about yourself and why you'd like to join our team to catherine@milesmorgan.com.au as soon as possible. If you have any specific queries please contact **Barbara** or **Catherine** on **(08) 9228 8089**.*



Things in General

The most important thing for us is that you feel a part of our team at all times. We have seen over many years that the best and most successful businesses are the ones that encourage a family style of openness. Consequently, this is what we continually aim for in all of our dealings with each other.

Our business is built on the quality of our work and on the strength of relationships we build with our clients. New team members bring new connections, new skills and new interests. It is in the interests of us all to work together to try and harness your skills and knowledge to help us collectively grow our business.

Some final things to consider when you agree to join Miles Morgan.

Part of the reason Miles Morgan has been so effective is that we have worked hard to foster a positive, inclusive and supportive culture. Some things are really important to us and it's important that they matter to you too because if they don't our team won't function as well as it does and it may mean that Miles Morgan is not the right place for you. The things that really matter to us are:

- **Respect & Consideration** - respect for people, respect of difference, listening and hearing others views
- **Openness** - being open to other people's views
- **Honesty** - being truthful in all things
- **Integrity** - doing what we say we will do
- **Accountability** - taking responsibility for our actions, willingness to say what you think
- **Professionalism** – completing all tasks to the highest standard possible
- **Change** - continual learning and development (personally and professionally), we are open to advancing ourselves and we are open to make change
- **Challenge** - confronting issues as they arise in a positive way
- **Partnership and Family** - being a team player
- **High Standards** - we remain consistent in providing a professional and helpful service to everyone we come in contact with
- **Pro-active** - where we can see an opportunity to positively change and improve something, we do
- **Trust** – we do what we say and we say what we do
- **Enjoyment** – last but not least we aim to create and maintain a happy, friendly and caring working environment.

We certainly don't believe that Miles Morgan is perfect and we don't get everything right every time, but it does mean that we set high standards and when we don't achieve those, we continually aim to improve. It is important to understand that when you join Miles Morgan, you are also committing to these values and that your performance will be gauged against your work results, as well as against how well you demonstrate and 'live out' these values.