



CREATE. CONNECT. CONVINCe

<http://www.cpd.org.au>

### **Senior Policy Adviser - Early Childhood Development Initiative**

The Centre for Policy Development is looking to hire a proactive and passionate Senior Policy Adviser in the Early Childhood Development Initiative.

In this role you will be working on policy analysis and system reform in the ECD policy space, so that Australia can become the best place to be and raise a child. You will be involved with policy work focused on improving paid parental leave, maternal and child health, early childhood education and care, transitions to school, wraparound and integrated services, and related policy areas that support families and young children from birth to 8 years old.

This is an exciting opportunity to work on one of the most important issues for our society and economy and society in Australia. Our team enjoys frequent interaction with policymakers in government, media, and the wider policy world. You'll be joining a close-knit team that delivers real impact at senior levels of policymaking.

#### **What we will offer you**

We highly value work flexibility, encouraging our team to manage their own working hours and providing the option to work on a hybrid basis. We will consider either full-time or part-time for the right candidate. The successful candidate will be based in CPD's Sydney or Melbourne office.

Salary: \$90,000-\$105,000 + 10.5% superannuation.

Our CPD team enjoys a variety of perks which include:

- Study leave
- Paid parental leave
- Birthday leave
- A pet-friendly work space
- Floating public holidays
- End-of-trip facilities (i.e showers, bike storage)
- A collaborative culture that will foster your skills, build your career and broaden your horizons.

#### **Here is a taste of what you'll do:**

- Working closely with the Program Director and key stakeholders, produce original research and policy papers in the Early Childhood Development Initiative.
- Deliver rigorous quantitative and qualitative analysis and policy recommendations, communicating in plain and accessible language.
- With the Program Director, assist with the development and execution of program-related events, including convening of the ECD Council and Steering Group, and other program related activities.
- Build networks to support the program work, identifying and engaging key stakeholders across all sectors.

## About you

We are looking for an exceptional and experienced senior policy analyst.

This is a senior position and you will have a lot of autonomy.

You will be the right person for the job if:

- You ideally have 5 years of experience or expertise in early childhood development policy or related social policy areas from government institutes, research institutes, policy institutes, peak bodies or non-government organisations.
- You have experience in fostering stakeholder relationships, with an interest in convening and connecting stakeholders as a critical part of policy development
- You are motivated by long-term, big-picture systems reform, and want to meaningfully impact current reforms/reform opportunities in early childhood development.
- You are motivated by policy and practice, and keen to deliver on reform opportunities in the early childhood development space.
- You have a strong, up-to-date understanding of Australia's political and policy contexts, and understand how these contexts influence policy development.
- You like working in a collaborative, fast-paced environment.

## About CPD

CPD is one of Australia's leading independent policy institutes. At CPD, we are ambitious for long-term transformative change, and consistently have our eyes on our goals for Australia and our region: a government that is active and effective; a society that expands opportunity and social justice; an economy that is clean, innovative and productive; and a country that is respected for its leadership and cooperation.

You will be joining a smart and energetic team that is courageous with our contribution, but humble in the way we engage. We are committed to listening, learning and growing together.

We build constructive, respectful working relationships and we take equity and inclusion seriously. Our capacity to deliver real impact comes from a talented, collaborative team from a variety of backgrounds and experiences. The best solutions are developed when diverse voices contribute - especially people who are frequently and historically excluded from public policy decisions, and people with lived experience of the challenges our work addresses.

We believe our team is our key asset and we are committed to recruiting and retaining talented and committed individuals. We support flexible work and will consider either full-time or part-time for the right candidate. The successful candidate will be based in CPD's Sydney or Melbourne office. Remote work may be possible. We invite First Nations people, people of colour, people with lived experience of forced migration, people with disabilities, members of the LGBTQI+ community, and people without a family history of tertiary education to apply for this role.

To learn more about our work check out our latest [Impact Report](#).

## How to Apply

Candidates are invited to apply via email to [jobs@cpd.org.au](mailto:jobs@cpd.org.au). Please send a CV and cover letter outlining what you will bring to the position.

Applications close: No deadline. Please apply as soon as possible.

If you have any questions, please contact Kat Osborne on [kat.osborne@cpd.org.au](mailto:kat.osborne@cpd.org.au), or 03 9752 2771

For more information on CPD please visit [www.cpd.org.au](http://www.cpd.org.au).