JOB PROFILE

Position Title:	Research Projects Lead
Position Number:	50387
Department/Unit:	Office of the CEO/Strategic Policy & Insights
Location:	Sydney
Reporting Line:	Senior Manager, Research

Position Summary: The Research Projects Lead is responsible for the end-to-end delivery of Screen Australia's research projects, ensuring high-quality, timely and actionable insights for Screen Australia and the Australian screen industry. Reporting to the Senior Manager, Research, the role manages the planning and execution of discrete research projects aligned to Screen Australia's research agenda. This includes coordinating work with external research vendors and data providers, managing project timelines and deliverables, and undertaking hands-on analysis of complex datasets drawn from multiple sources.

Core Accountabilities

Key responsibilities of the position will include:

- Support the delivery of Screen Australia's research agenda by working closely with the Senior Manager, Research and Director of Strategy & Insights to maximise the use of existing and new data sets.

- Lead the end-to-end project management of major Screen Australia research projects, including planning, scheduling, coordinating inputs and ensuring delivery to agreed scope, timelines and quality standards.

- Design and implement appropriate analytic approaches and methodologies for assigned research projects, including data collection, analysis, interpretation and production of final reports.

- Undertake hands-on analysis and synthesis of complex datasets drawn from multiple sources to generate timely, actionable data-driven insights.

- Manage day-to-day relationships with research vendors and data providers associated with assigned projects, ensuring methodological rigour and value for money.

- Complete original research, data modelling, analysis and reporting to support internal decision-making and external reporting on screen sector policies, programs and incentives.

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- Work collaboratively with Analysts, Researchers and other members of the Strategy, Policy & Insights team to ensure accurate, consistent and relevant data is captured and used across projects.
- Contribute to the framing and scoping of potential research projects in collaboration with internal stakeholders, identifying practical opportunities aligned with organisational needs.
- Maintain awareness of developments in television, streaming/OTT, feature film and research disciplines, including emerging data sources and analytical techniques.
- Undertake other duties as required to support the efficient delivery of the research program.

Selection Criteria

Qualifications and Experience

- A demonstrated passion for research with 4+ years' experience as a senior researcher ideally within media or similar industry
- A demonstrated ability to project manage and deliver complex research projects.
- Proficient skills in the use of statistical software or programming languages.
- Demonstrated high level analytical and problem-solving abilities with an ability to generate appropriate and imaginative solutions.
- Experience working with various internal databases, analysing raw data, creating reports in addition to presenting and sharing results to various stakeholders.
- Strong PowerPoint and Excel skills and experience working with visualisation and dashboard tools such as Power BI or Tableau.
- Strong organisational skills including the ability to respond to changing priorities and manage competing deadlines.
- Excellent oral and written communication skills with the ability to manage stakeholder expectations
- High attention to detail and commitment to accuracy is essential.

Behaviours

- Open communicator, shares thoughts and opinions with others
- Driven to achieve results
- Focused on the achievement of team goals
- Establishes and maintains effective relationships with internal and external customers, and gains their trust and respect
- Creative approach to problems and can 'think outside the square'
- Seeks feedback, takes it on board and modifies approach
- Continually seeks to improve self and Screen Australia
- Works collaboratively across the agency to achieve common goals

Screen Australia Values

	WE VALUE CREATIVITY	WE LEAD TO EMPOWER	WE WORK WITH INTEGRITY AND TRUST	WE ACT WITH KINDNESS AND RESPECT	WE HAVE A SHARED SENSE OF PURPOSE
VALUE					
WHAT IT MEANS FOR US	We foster original thinking, inclusive collaboration and continuous improvement.	We enable the industry and our people to grow, act with confidence and reach their full potential.	We are honest, ethical and dependable in every action, decision and relationship.	We show empathy, care and consideration in all our interactions.	We align our efforts to the organisation's mission and collective goals.
	Embrace Innovation	*Champion Greatness*	*Do What's Right*	*Lift Others Up*	*Deliver on Our Strategy*
EVERYDAY BEHAVIOURS	Lead the creation of groundbreaking, inclusive solutions that inspire our sector and set new standards for collaboration, innovation and impact.	Build a culture internally and externally where everyone feels safe and inspired to lead, innovate and challenge the status quo.	Become a trusted industry leader and role model for ethical practice and equity in our sector and community.	Foster an environment where empathy and respect are the foundation of all relationships, internally and externally, driving genuine connection and wellbeing for all.	A high-performing team that consistently delivers meaningful impact by aligning every action to our collective mission and values.