

Position Advertised: Research Assistant

***About us***

NCIWR (Women's Refuge NZ) is New Zealand's only national provider supporting women and children impacted by family violence.

The Research Assistant role sits within our Research and Development Hub, a business unit within NCIWR undertaking research and policy projects. Research priorities emerge in response to feedback from frontline advocates, and the Hub conducts research into otherwise little-known aspects of family violence and victims’ experiences. In recent years topics have included reproductive coercion, intimate partner stalking, and economic abuse.

We are looking for an enthusiastic research-minded individual to join our team. If you love research and making victims’ voices heard, are excellent at writing and analysing, and are passionate about eliminating family violence, this role might be for you. The work will be busy and varied, and it requires outstanding relationship management and genuine passion for the communities we serve.

This is a full-time position based in Wellington. Only applications from NZ citizens or permanent residents will be accepted for consideration.

*Sample key functions:*

* Support, coordinate, and provide input into the design of sensitive research methods
* Assist with carrying out research tasks for the Hub’s 2021 research agenda
* Find, evaluate, and convey information from a range of sources, including both academic and government
* Present on or provide training on subjects relating to the Hub’s priorities
* Collect data and assist with data analysis
* Assist with the preparation of research findings for publication

*Attributes:*

* Responds proactively and efficiently to urgent or unexpected task requests
* Gives and receives constructive feedback
* Establishes rapport quickly in diverse settings
* Shows critical thinking skills
* Demonstrates analytical and written/verbal communication skills
* Has a gendered analysis of family violence

*Experience we are looking for:*

* Commitment to and understanding of Te Tiriti o Waitangi
* Academic research and/or social sector experience
* Reviewing and critiquing literature and resources
* Proven relationship management
* Working with family violence and/or related topics
* Training and/or presenting

*The successful applicant will be required to undergo reference checks and security clearance.*

If you can say *‘Yes’* to the above we would like to hear from you.

To apply: Please read through the full Research Assistant job description on our website or request one by email. Send us your completed application form (available on our website) and email it along with your cover letter and CV to [Natalie@refuge.org,.nz](mailto:Natalie@refuge.org,.nz).

**Applications for this role close at 5pm February 8th, 2021.**