

Position Description

Position Title	Principal Consultant
Location	Hybrid, preferably Brisbane or Sydney
Reports To	Director, Research & Evaluation
Conditions of Service	Full Time Fixed Term (12 month) Market & Social Research Award Employment Contract with possibility of extension. Identified Position – Aboriginal and/or Torres Strait Islander applicants only 38 hours/week. Start November 2025

Position summary

Murawin is undergoing a dynamic phase of growth and transformation and is seeking a highly capable and culturally grounded Principal Consultant to join our Evaluation team. This senior role sits at the intersection of project delivery and business development, with responsibilities that include securing new work, leading complex and high-value research and evaluation projects, mentoring consultants, and strengthening strategic client relationships. As Principal Consultant, you will play a key role in managing a portfolio of impactful projects—many of which involve evaluating major government programs affecting First Nations communities. These projects often include the development of monitoring and evaluation frameworks, co-design processes, and meaningful engagement with communities on the ground. Your work will contribute directly to improving outcomes for First Nations peoples through evidence-based insights and culturally responsive approaches. This is a full-time position offering significant opportunities for career progression, influence, and impact within a values-driven, Indigenous-led consultancy. This is an Identified Position open only to Aboriginal and/or Torres Strait Islander applicants, in accordance with section 14(d) of the Anti-Discrimination Act 1977 (NSW) and section 104 of the Anti-Discrimination Act 1991 (Qld).

Key Responsibilities

This is a diverse, hands-on role that requires professionalism, interpersonal skills, energy, & attention to detail. The main responsibilities include:

- Proactively contribute to the strength of Murawin's research & evaluation practices by preparing and winning tenders, including preparing high quality narratives on methodology, approach, sampling, personnel, and other key areas.
- Design and articulate research and evaluation methodologies that are both technically rigorous and culturally responsive, ensuring they are commercially viable and contextually appropriate. Demonstrate a high level of proficiency in documenting and communicating these approaches with clarity and coherence (written and verbally).
- Manage and be accountable for research and evaluation projects, including meeting with clients and liaising with stakeholders.
- Oversee and conduct research, including preparing MEL Frameworks, designing theories of change, program logics, and evaluation matrixes, and endorse the use of Murawin's Barri Marruma methodology.
- Oversee the project team who will be working on interviews, focus groups and yarning circles and occasionally complete primary data collection.
- Analyse data, interpret information, and review the work of staff who are completing primary data collection.
- Communicate findings through high quality written narratives, providing key insights and observations to internal and external stakeholders.
- Contribute to a work culture of continuous quality improvement, innovation, and strategic and critical thinking with the ability to challenge, be curious and discover and report on emerging trends.
- Form & maintain internal & external relationships with key staff, Indigenous stakeholders, government representatives & other stakeholders to achieve relevant project, client, community & company goals.
- Support leadership where required, including leading client discussions and representing Murawin in sector forums.
- Oversee project risk management, resource allocation, and quality assurance for assigned projects.
- Produce clear, evidence-based, elevated reports, submissions, and presentations tailored to diverse



audiences.

- Actively contribute to Murawin's collaborative culture, values, and commitment to Indigenous empowerment.
- Support the Director in identifying emerging opportunities and market trends relevant to the practice area.

Note: This position description is intended to describe the general nature & level of work being performed by the incumbent. It is not an exhaustive list of all responsibilities, duties, & skills required. Murawin reserves the right to modify this position description at any time according to business needs.

Key Performance Indicators

- Successful delivery of all assigned projects, meeting or exceeding contractual, cultural, quality, and budget requirements.
- Demonstrated mentorship and development of Consultants with positive feedback and professional growth observed.
- Timely and accurate contribution to proposals and tenders, with a positive individual proposal conversion rate.
- Strengthened client relationships, demonstrated through repeat work, client satisfaction, and positive feedback.
- Active participation in business development and pipeline growth, contributing to the team's revenue targets.
- Evidence of leadership in embedding Murawin's values and cultural principles across all work.

Required skills & experience

- Tertiary qualifications required in evaluation, research, social sciences, health or a related field such as sociology, community development, environmental science, psychology, education, anthropology, justice or business.
- Demonstrated skills and experience in writing (and winning) proposals or grant applications, responding to tenders / grants, preparing submissions with high quality writing skills.
- Minimum 9 years' experience in social research and program evaluation.
- Experienced at project managing research or evaluation projects, including managing budgets, timelines, and multi-disciplinary teams.
- High-quality writing skills for multiple audiences, including government, First Nations organisations and peak bodies.
- Skilled and experienced in collaborating effectively in a geographically diverse team and working across multiple projects under tight deadlines.
- Demonstrated experience working directly with First Nations communities.
- A comprehensive understanding of Aboriginal and Torres Strait Islander communities, cultures, and the challenges they face.
- Exceptional organisational skills and careful attention to detail.
- Strong written and verbal communication skills.
- The ability to build and nurture robust relationships with stakeholders.
- A willingness and capacity to travel as needed.
- High skills using Microsoft Office, with a particular understanding of SharePoint & Teams.
- Experience in dealing with confidential information and demonstrated capacity to maintain confidentiality and professional standards of behaviour in difficult and sensitive circumstances.
- Previous consultancy, agency, or family business experience desirable.
- Interest in new approaches, and a commitment to Indigenous-led research and engagement design, is preferred.



Personal qualities

The ideal candidate will be self-motivated, articulate, professional, well presented & a team player who takes great pride in what they do. Additionally, they will have:

- A friendly, sensitive, & supportive personality, with an ability to work with a diverse team of personalities.
- A proactive, collaborative approach to work, with a willingness to give generously for the benefit of individuals & the broader work of Murawin.
- A commitment to social change for Aboriginal & Torres Strait Islander peoples.
- A willingness to work across a broad variety of tasks.
- An ability to adapt to changing tasks & workplace circumstances.
- Interest in bringing passion, creativity & innovation to your work.
- The drive to get things done, take ownership of the role, and communicate respectfully.
- Demonstrates the ability and willingness to engage in difficult conversations with respect, and is eager to address challenges directly and constructively.
- Understand Sorry Business & have an ability to work within such environments.
- You are required to uphold Murawin's standards for confidentiality, privacy, & ethical conduct. You are also responsible for complying with all workplace health & safety policies, fostering a safe & healthy environment for yourself, the team, & the company.
- This is an Identified Position open only to Aboriginal and/or Torres Strait Islander applicants, in accordance with section 14(d) of the Anti-Discrimination Act 1977 (NSW) and section 104 of the Anti-Discrimination Act 1991 (Qld).

Why choose Murawin?

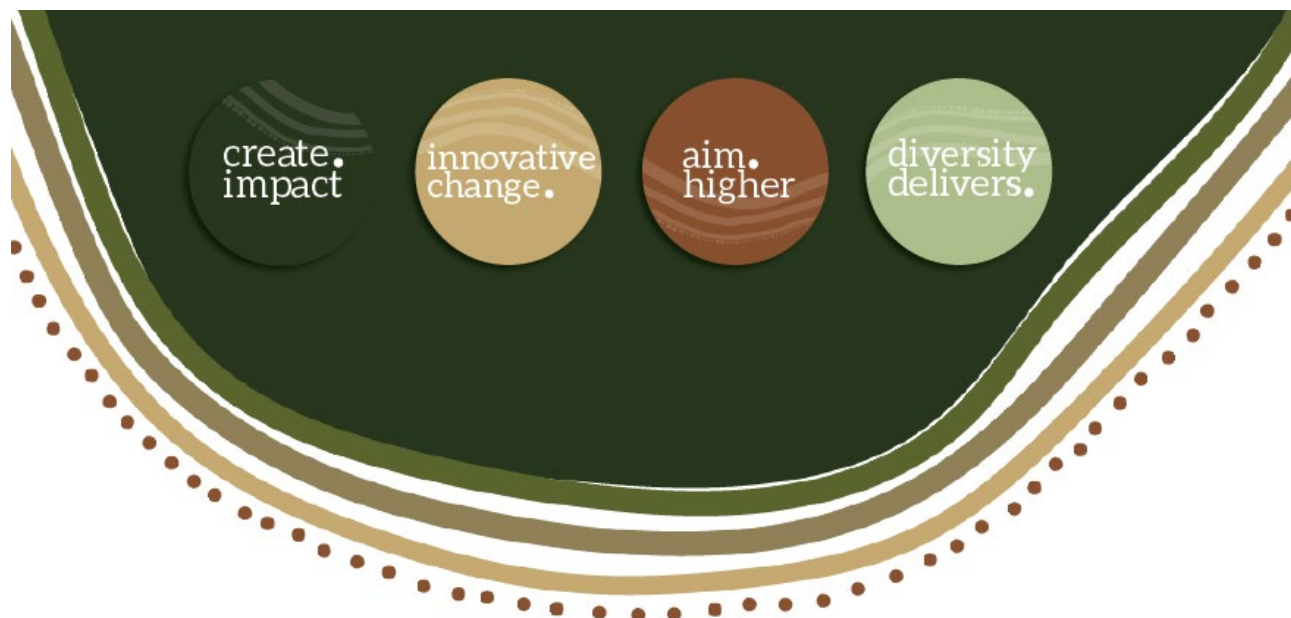
Join a team committed to reconciliation and making meaningful contributions to Closing the Gap. As one of the nation's leading Indigenous owned & led consultancies, you'll have access to extensive career development opportunities & employee benefits. Whether you're looking to take your career to the next level, find work that brings you more joy & fulfilment, or looking to achieve more balance in your schedule, we offer diverse opportunities for talented professionals seeking to join our team.

You'll have access to:

- Opportunities for training, mentorship, & career development specific to your role.
- Competitive remuneration package.
- Work life balance through flexible working arrangements, with a predominant Work From Home model.
- Access to offices in attractive CBD locations across Sydney, Brisbane & Armidale.
- Access to a supportive, diverse, & inclusive team spread across Australia.
- Enjoy dedicated programs to support your wellbeing, such as free access to the Warlandi Counselling Service.
- Utilise company funded paid parental leave options, which accommodate:
 - Both childbirth & adoption.
 - Mothers, fathers, primary & secondary caregivers.
 - Singleton births/adoptions & multiples, i.e. twins, triplets or higher births/adoptions.
- Work within an accredited Breastfeeding Friendly Workplace.
- Work within a consultancy that is progressing towards becoming Rainbow Tick Accredited.
- Access to Menstrual & Menopause leave options.
- Receive a mobile phone allowance.
- Access to Cultural Leave.
- Work within a leading Supply Nation Certified Supplier, NSWICC Assured business, amongst an array of other highly exclusive accreditations & affiliations.
- Be a part of a company that has real impact on our society and contributes to Closing the Gap.
- Murawin is Supply Nation Certified and strongly supports applications from First Nations candidates and other diverse backgrounds.

Murawin's values

Murawin aims to embed its values across its workplace culture. They guide the actions of our people & serve as Murawin's cultural cornerstones. All Murawin team members are requested to strive to implement Murawin's values in all work endeavours.



Acknowledgement

This job description serves to illustrate the scope & responsibilities of the post & is not intended to be an exhaustive list of duties. You will be expected to perform other job-related tasks requested by management & as necessitated by the development of this role & business evolution.

I certify that I have read, understood & accept the duties, responsibilities & obligations of my position.

**SIGNED BY YOU
(EMPLOYEE)**

**SIGNED BY MANAGEMENT
(MURAWIN)**

FULL NAME

FULL NAME

DATE

DATE