

**Why we are here**

To stop the degradation of the planet's natural environment and to build a future in which humans live in harmony with nature.

wwf.org.au

Job Description

WWF-Australia

ABN 57 001 594 074

Department	Conservation
Unit/team	Evaluation and Science
Job Matrix Group	WWF Conservation
Job Matrix Level	7
Job Title	Data and Insights Lead
Reports to	Head of Evaluation and Science
Direct Reports	Nil
Location	WWF-Australia Offices/locations negotiable.
Job Type	Full Time Maximum Term Contract
Contract Period	2 years
Hours per week	38
Award Coverage	Award Free
Approval	Head of People and Property
Approval Date	10/04/2025

Organisational Context For over 60 years, WWF has been a powerful voice for nature and communities. We are a values-driven and diverse global network of local organisations working in 100 countries. We work as a catalyst with communities, First Nations, governments, businesses, innovators, and philanthropists towards our global mission: to build a world where people live and prosper in harmony with nature.

WWF-Australia uses our expertise to conserve biodiversity, empower communities and halt climate change in Australia and the Asia-Pacific region. With the knowledge and traditions of First Peoples and local communities, together we can bring change on a global scale for climate, nature, and people. Join us and help Regenerate Nature by 2030.

Department Context WWF-Australia's strategy requires all staff to support the delivery of our objectives which aim to catalyse regeneration towards 2030 across the following strategic priorities: Regenerative Sky (Climate), Regenerative Country (Land) and Regenerative Saltwater (Oceans) - that deliver inclusive conservation outcomes. These three solution pathways are enabled by a focus on Mobilising Millions, a Regenerative Economy and ensuring a Future Fit Organisation.

**Job Purpose**

As part of the Evaluation and Science Team this role supports organisation-wide performance by delivering strategic projects, systems and reporting to grow WWF-Australia's conservation impact. The role works closely with Conservation teams to ensure the adoption of a rigorous approach to project management, data handling and reporting, and mainstreaming the utilisation of dedicated systems, to support the delivery of strong outcomes for people and nature. It is a key role to support impact reporting for WWF's Australian Wildlife and Nature Recovery Fund.

Key Accountabilities

- Oversees a structured approach to data capture, storage and quality, with a focus on the Australian Wildlife and Nature Recovery Fund (AW&NRF), to provide evidence of WWF's impact across Regenerative Conservation programs and strategic priorities.
- Works jointly with the Evaluation and Science team, leading the development and delivery of tools, dashboards and systems capable of delivering valuable and innovative insights of conservation impact.
- Builds WWF's capacity to support new strategies and challenges within teams, including changes in approaches, methods, products, and processes to enhance our impact and improve organisational efficiencies.
- Works collaboratively to engage innovative approaches with business acumen to support strategy development and delivery.

Job Level Responsibilities

- Develops and implements new ways of working, to effectively manage knowledge, with a focus on the Australian Wildlife and Nature Recovery Fund,
- Draws in expertise from across the organization in agile ways, assisting conservation staff in building an impact focus to their work, through analytics and insights.
- Contributes to strategic and/or operational planning, systems, processes, delivery and reporting to support strategy development and delivery
- Fosters effective organisational relationships, using complex influencing strategies to support alignment to WWF's strategic outcomes.
- Complies with legislation, standards, policies and practices, particularly Advocacy with Excellence, Information Security, health and safety, child protection, prevention of sexual exploitation and abuse, security, sustainability, privacy, and equal employment opportunity.
- Aligns own work with WWF's mission, Guiding Principles, Brand and I-CCaRe Values – Integrity, Collaboration, Courage and Respect.
- Seeks approval from the CEO for international travel.
- May supervise volunteers/interns ensuring aligned performance, motivation and recognition.
- Applies and adheres to the WWF Standards of Conservation Project and Programme Management and WWF's Ways of Working.

Relationships & Communications

Team-working is WWF's preferred way of working requiring positive and constructive relationships across the organisation. Key relationships include:

- WWF's Executive and Heads of Department to coordinate the wider integration of impact monitoring, reporting and learning across the organisation.
- Conservation teams to build capability and share knowledge for impact and learning.
- Conservation teams to coordinate strategic integration across the organisation with key performance indicators and performance management.
- Experience teams to coordinate on Conservation database and related reporting solutions.



- People and Property team to coordinate training.
- Implementing partners, NGOs and government agencies, research institutions to advise on relevant monitoring, evaluation and learning projects.

Job Challenges

- Working across a diverse range of program areas and different functional teams requires superior interpersonal and stakeholder management skills, coordinating and providing leadership to deliver clearly articulated outcomes.
- The position requires the skills to anticipate and successfully managing complex problems in ambiguous situations.
- Maintaining a focus on data quality during high workload periods.
- Maintaining knowledge of WWF's strategic objectives and activities and communicating this to the public and supporters in an engaging, meaningful way.

Essential Selection Criteria

- Demonstrated experience in anticipating and successfully managing complex problems in ambiguous situations.
- A record of leadership and managing across change, building trust and supporting the development of emerging skills.
- Superior project management skills including planning, business analysis, engagement and reporting to meet expected outcomes and timeframes.
- A track record of innovation, including demonstrated ability to incorporate and or promote the inclusion of novel ideas and approaches into strategic projects.
- Prior experience working with data, databases and data analytics tools and complying with data quality requirements.

Desirable Selection Criteria

- Commercial skills in delivering multiple product or service streams.
- Ability to identify, develop and drive transformative initiatives to align impact and strategy
- Experience in delivering organisational strategy and change programs.

Credentials

- Tertiary qualifications in a relevant discipline or commensurate experience in a relevant field.

Does this role involve working with children?

- No

Job Requirements

- Employment screening checks (e.g. Criminal Record Check or Working with Children Check)
- A registered/insured vehicle suitable for travel (usage to be reimbursed at Australian Tax Office rates)
- After hours work on infrequent occasions
- Interstate/international travel infrequently and with advance notice. This may include field work which involves camping and overnight stays.



How to Apply

Applicants can apply via <https://wwf.org.au/about-us/jobs-at-wwf/>. Only those applicants applying online via the eRecruitment System will be considered.

Please include the following two attachments: (1) a cover letter/statements against the selection criteria and (2) your resume (CV).

Note that applicants require current unlimited working rights in Australia to be eligible for this role.