



AARE Executive Committee Position Description

Research Development Coordinator

The Research Development Coordinator is an elected office-bearer of the Association. The term of office is three years, with eligibility for re-election to that position, normally for no more than one further three-year term.

The purpose of the position is to co-ordinate advocacy for educational research and strengthen the Association's capacity to engage with and influence the research policy environment. The position plays a key role in advancing the Association's strategic priorities for strengthening researcher capability, advocating for educational research to inform policy, and fostering collaborations with sector stakeholders and groups.

Specific Responsibilities:

Working collaboratively to:

- Working closely with the President, the Executive and the Communications Coordinator in developing AARE's approach to/priorities for research policy and advocacy activities across the sector;
- Monitor and report regularly to the Executive on key developments in the educational research policy environment and the national higher education sector;
- Coordinate initiatives to build research capability across the membership- e.g. with graduate researchers and early career researchers;
- Maintain regular communication with relevant key stakeholders across AARE, e.g. SIG leaders, Graduate and ECR networks;
- Cooperate with other professional and discipline organisations and learned academies on matters related to educational research in Australia (e.g. REN, cADRE, ACDE, ACEL, AERO, CHASS, ATEA, ACSA, ACE, AVETRA, ASA, ECA), overseas (e.g. BERA, AERA, EERA, NZARE) and with organisations with related interests (e.g. AITSL, ACARA, ACER, ACECQA);
- Chair the AARE Research Development Advisory Group and ad hoc working groups as appropriate;
- With the President, Executive and relevant Association members, prepare briefing notes and draft responses to relevant consultation documents;
- Contribute to AARE Member Update on research development matters, contribute regularly to the EduResearch Matters blog, and comment on relevant issues in other social media and mainstream media as appropriate.

General Responsibilities:

Refer to page 8 of the [AARE Executive Committee Office Bearer Policy](#).