Postion description

IMPACT AND DATA SYSTEMS LEAD

Role title: Impact and Data Systems Lead	**Status:** Full time fixed-term to 30 June 2027
Location: VIC (Richmond) or WA (Subiaco) with work from home flexibility	**Hours:** 1.0 FTE (38 hrs per week)
Reports to: Program Manager (VIC)	

About National Nutrition Foundation

National Nutrition Foundation is an independent, national not-for-profit organisation that enables Australians to enjoy nutritious foods and drinks through collaborations, programs and services, and advocacy initiatives. National Nutrition Foundation is a new brand, with a proud 45-year history.

Our flagship programs, the Healthy Eating Advisory Service (HEAS) and the Fresh School Nutrition Advisory Program (FreshSNAP), are statewide initiatives delivered by National Nutrition Foundation and funded by the Victorian and Western Australian Departments of Health to create healthier food environments. The Nutrition Programs & Services unit provides nutrition expertise and services to a range of stakeholders including government departments, food industry, non-government organisations, community organisations and consumer groups.

The role

The Impact & Data Systems Lead is responsible for shaping, strengthening, and governing the organisation's data and systems infrastructure. The role leads the strategic development of impact measurement frameworks, builds organisation-wide data capabilities, and ensures high-quality, integrated systems that inform decision-making and articulate National Nutrition Foundation organisational impact.

This position provides cross-functional leadership in data architecture, systems integration, reporting, measurement, and continuous improvement, ensuring that data is leveraged to drive program excellence, organisational learning, and strategic outcomes.

Key accountabilities:

Strategic Leadership in Impact & Measurement

- Develop, embed, and refine organisation-wide impact frameworks and measurement standards ensuring compliance with reporting and evaluation requirements of funding agreements.
- Translate program and organisational data into a coherent and compelling impact narrative across strategic plans and deliverables.
- Lead continuous improvement practices, including feedback loops, actionable recommendations to increase reach and impact, research, and evaluation mechanisms.
- Provide strategic advice on data interpretation across all organisational touchpoints.

Data Systems Architecture & Governance

- Lead the design and evolution of organisational data architecture.
- Oversee data governance, data quality, privacy compliance, and security standards including ISMS.
- Manage system integration and ensure strong utilisation across platforms.
- Scope, design, and lead the implementation of a new CRM.
- Champion efficiencies, improved ways of working, and strengthened data utilisation across teams.

Reporting & Organisational Insights

- Co-lead reporting with organisational leaders.
- Oversee collection, analysis, and preparation of reporting data, including the annual organisational impact report.
- Provide visibility to the Senior Management Team on organisational performance and emerging insights.

Systems Ownership & Vendor/Stakeholder Management

- Manage key platforms including Salesforce, Power BI and contact management systems.
- Lead relationships with platform stakeholders, vendors, and external partners.
- Manage relevant contracts and ensure systems align with operational and strategic needs.

Organisational Support & Capability Building

- Provide expert advice to teams on data systems, measurement, and evaluation.
- Support teams in data literacy, system use, and embedding impact thinking.

Organisational responsibilities

- Participating in organisational planning.
- Providing input to other National Nutrition Foundation programs, resources, and services as relevant to area of knowledge.
- Attending and contributing to staff meetings.
- Contributing to general organisational activities.
- Maintaining an awareness of current issues impacting public health nutrition nationally.

Workplace health and safety

- Contributing to maintaining a safe workplace and implementing health and safety policies and procedures.
- Attending training in the safe performance of assigned tasks as relevant.

Relationships

Reports to:
- Program Manager (VIC)

Functional interactions:

- Organisational divisions and teams
- Platform account stakeholders

Skills

- Monitoring and evaluation
- Knowledge or experience working with data systems such as PowerBi
- Systems thinking and systems expertise
- Vendor and contract management
- Project management
- Analytical and problem-solving skills
- Ability to work effectively and co-operatively with the team and external stakeholders
- Excellent time management and ability to work to deadlines
- Excellent written and verbal communication skills
- Change management (desirable)

Key selection criteria

Qualifications/Experience

- Proven ability to design and operationalise impact, evaluation, or monitoring frameworks and translate data into meaningful insights and impact narratives for diverse audiences.

- Experience with data structures, logic models, or organisational data architecture.

- Demonstrated experience working with systems such as Salesforce, Power BI, CRM platforms, or similar digital ecosystems with the ability to identify and lead system efficiencies, integrations, and improvements across an organisation.

- Experience coordinating or contributing to organisational KPIs, dashboards, reporting cycles, and impact reporting.

- Experience leading multi-stakeholder or organisation-wide projects with the ability to collaborate with internal teams, senior leaders, and external partners.

- Tertiary qualifications in Information Systems, Data Analytics, Evaluation or related disciplines. Qualifications in Public Health or Social Impact are desirable.

Desirable Criteria

- Ability to support teams through change, capability building, and adoption of new systems or data practices.

- Understanding of public health or social impact contexts, including program evaluation methodologies and sector reporting expectations.

- Understanding of how IT and/or AI tools can be leveraged for data integration, automation, insights, or system optimisation.
- Experience in State or Federal funding and reporting requirements.

Professional requirements

- An understanding and alignment to National Nutrition Foundation's vision and values.
- A commitment to continuous quality improvement.

How to apply

- Submit your application to Seek by 5 pm Wednesday 11, March including your resume and a cover letter outlining how you meet the key selection criteria listed above.
- Applications will be reviewed as they are received, so please apply now.
- If you have any questions or queries, please email us at careers@nnf.org.au.