



China Matters seeks a Policy Analyst

China Matters is an independent Australian policy institute, recognised at the highest levels of policy-making as a one-of-a-kind undertaking, distinctive for its independence from government, business and academia, and focused exclusively on the rise of the People's Republic of China (PRC) and how it matters to Australia.

Please see our website chinamatters.org.au

We are recruiting a **full-time Sydney-based Policy Analyst**. The successful candidate will have experience in both policy work and analysis of the PRC and/or the Australia-China relationship. The Policy Analyst is expected to:

- Deliver authoritative briefings on PRC foreign policy and varying aspects of the Australia-PRC relationship to corporate and government partners
- Publish policy briefs and opinion pieces on PRC foreign policy and the Australia-PRC relationship in high profile publications
- Conduct in-depth policy-relevant research on the Australia-PRC relationship and foreign and domestic policy developments in the PRC
- Work with senior members of staff to develop deliverables
- Work with senior members of staff to identify and pursue new funding sources and policy research opportunities
- Take a leading role in preparing grant applications and project reports
- Liaise with stakeholders across government and the private sector

Essential criteria:

- Experience working on policy-related issues
- Degree in China/Asian studies, international relations, international business, security studies, public policy or equivalent knowledge through work
- Demonstrated research and analytical skills, and good knowledge of the PRC
- Attention to detail
- Strong Chinese language reading ability
- Excellent written and oral communication skills in English
- Full working rights in Australia

Desirable:

- Prior experience working or living in the PRC.
- Government or business experience

We offer a competitive remuneration package and the opportunity to work in a dynamic and motivated small organisation, which has regular engagement with both the highest levels of government and business executives.

Term of employment: 2-year contract with start date 17 August 2020.

To apply: Please send your resume, contact details of two referees, and a cover letter of no more than 500 words addressing the selection criteria above to recruitment@chinamatters.org.au. Send position related enquiries to this address too. Please use as your email subject title: Policy Analyst.

Applications that fail to address the selection criteria will not be considered.

Please submit your application on or before **12pm AEST 26 June 2020**. Note applications will be assessed on a rolling basis.