



## Position Description – Manager, International Partnerships and Engagement

### Position Details

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<b>Position Title:</b>	Manager, International Partnerships and Engagement
<b>College/Portfolio:</b>	College of Business and Law
<b>School/Group:</b>	Strategy, International and Engagement
<b>Campus Location:</b>	Based at the city campus, however, may be required to work and/or be based at other campuses of the University.
<b>Classification:</b>	HEW 9
<b>Employment Type:</b>	Continuing
<b>Time Fraction:</b>	1.0

### RMIT University

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RMIT is a multi-sector university of technology, design and enterprise. The University's mission is to help shape the world through research, innovation and engagement, and to create transformative experiences for students to prepare them for life and work. For more information on RMIT University follow the links below.

<https://www.rmit.edu.au/about>

<https://www.universitiesaustralia.edu.au/university/rmit-university/>

<https://www.rmit.edu.au/about/facts-figures>

Our three main campuses in Melbourne are located in the heart of the City, Brunswick, Bundoora and Point Cook, along with other Victorian locations. There are also two campuses in Vietnam (Hanoi and Ho Chi Minh City) and a centre in Barcelona, Spain. RMIT is a truly global university.

<https://www.rmit.edu.au/about/our-locations-and-facilities>

We are also committed to redefining our relationship in working with, and supporting, Indigenous self-determination. Our goal is to achieve lasting transformation by maturing our values, culture, policy and structures in a way that embeds reconciliation in everything we do. We are changing our ways of knowing, working and being to support sustainable reconciliation and activate a relationship between Indigenous and non-Indigenous staff, students and community. Our three campuses in Melbourne (City, Brunswick and Bundoora campuses) are located on the unceded lands of the people of the Woi Wurrung and Boon Wurrung language groups of the eastern Kulin Nation.

## Why work at RMIT University

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Our people make everything at the University possible. We encourage new approaches to work and learning, stimulating change to drive positive impact. Find out more about working at RMIT University, what we stand for and why we are an Employer of Choice.

<https://www.rmit.edu.au/careers>

We want to attract those who will make a difference. View RMIT's impressive standings in university rankings.

<https://www.rmit.edu.au/about/facts-figures/reputation-and-rankings>

## College of Business and Law

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RMIT's College of Business and Law (CoBL) takes an industry and student-centred approach to its courses and programs, ensuring graduates are work ready and able to tackle business challenges, balance stakeholder needs, act as socially responsible global citizens and create fair and positive futures for all.

The College delivers impactful research informed by industry, which supports its strong position as a College at the intersection of business and technology with social impact. Its important work is underpinned by the principles of quality, collaboration, big ideas and putting people first.

As one of the largest Business Schools in the Asia Pacific region, the College is comprised of five schools – four in Melbourne and one in Vietnam – and delivers a broad range of programs in Business and Law, ranging from Degree to PhD levels.

The College's Business and Law programs are delivered in Melbourne as well as through RMIT Online, with its Business programs also available in Vietnam and through partner institutions in Singapore and Shanghai. The College employs over 1000 staff and delivers programs to over 26,000 students.

The College's central operations are located at RMIT University's City Campus in Melbourne and reside in the Swanston Academic and Emily McPherson buildings.

For further details about the College, please visit: <https://www.rmit.edu.au/about/schools-colleges/college-of-business-and-law>

## Position Summary

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The Manager, International Partnerships and Engagement will play a critical role in strengthening the College of Business and Law's international profile through the development, management, and delivery of strategic partnerships and engagement initiatives.

The role will support the Academic Director, International and Engagement in driving the College's international strategy, including student mobility, global partnerships, inbound study tours, and international business development projects. The position requires strong project management skills, the ability to evaluate international market opportunities, and the capability to foster sustainable relationships with academic, industry, and government partners.

## Reporting Line

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Reports to: Academic Director, International and Engagement

Direct reports: Nil

## Organisational Accountabilities

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RMIT University is committed to the health, safety and wellbeing of its staff. RMIT and its staff must comply with a range of statutory requirements, including equal opportunity, occupational health and safety, privacy and trade practice. RMIT also expects staff to comply with its policy and procedures, which relate to statutory requirements and our ways of working.

RMIT is committed to providing a safe environment for children and young people in our community. Read about our commitment and child safe practices. <https://www.rmit.edu.au/about/our-locations-and-facilities/facilities/safety-security/child-safety>.

Appointees are accountable for completing training on these matters and ensuring their knowledge and the knowledge of their staff is up to date.

## Key Accountabilities

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- Develop, manage and evaluate strategic partnerships with international institutions and organisations, ensuring alignment with CoBL's objectives.
- Build and maintain collaborative relationships with internal and external stakeholders to support education, research, and engagement outcomes.
- Support the Academic Director, International and Engagement in implementing the College's international engagement and growth strategy.
- Identify and evaluate international market opportunities, providing analysis and recommendations to inform decision-making.
- Contribute to the design and implementation of new international education products, pathways, and mobility initiatives.
- Lead and coordinate international projects, ensuring timely delivery against agreed objectives, budgets, and performance measures.
- Prepare business cases, reports, and briefings that provide evidence-based recommendations to senior leadership.
- Represent the College at international forums, conferences, and partner events to enhance CoBL's brand and global reputation.
- Support the design and delivery of inbound study tours and other engagement initiatives that showcase CoBL's expertise.
- Work closely with central international and academic teams to ensure integration of College initiatives with broader RMIT strategies.
- Facilitate effective knowledge sharing to enhance international engagement outcomes across the College.

## Key Selection Criteria

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1. Demonstrated experience in managing international partnerships and engagement initiatives in a higher education or related context.
2. Proven project management skills, including planning, risk management, monitoring, and evaluation.
3. Strong analytical and research skills with the ability to provide evidence-based insights and recommendations on international education and market opportunities.
4. Excellent communication and interpersonal skills, with experience in stakeholder engagement, relationship management, and presenting at professional forums.
5. Ability to work collaboratively across diverse teams and cultural contexts, exercising sound judgment, initiative, and problem-solving.
6. Demonstrated ability to manage multiple priorities, deliver outcomes within deadlines, and adapt to changing contexts.

**Qualifications**

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- A relevant tertiary qualification and/or extensive relevant experience.
- Understanding of the tertiary education sector is essential; understanding of international education and engagement is preferred.
- Understanding and experience in international accreditation is highly desirable.

Note: Appointment to this position is subject to passing a Working with Children Check and other checks as required by the specific role. Maintaining a valid Working With Children Check is a condition of employment at RMIT.

<b>Endorsed:</b>	Signature: Name: Title: Date:	<b>Approved:</b>	Signature: Name: Title: Date:
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