



Position Description – Associate Director, Precincts

Position Details

Position Title:	Associate Director, Precincts	
College/Portfolio:	Operations	School/Group: Property Services Group
Campus Location:	Based at the City campus, however may be required to work and/or be based at other campuses of the University or other location.	
Classification:	HEW 10A	Time Fraction: 1.0
Employment Type:	Fixed Term	
Fixed Term Reason:	Specific Task or Project	
Reporting Line:	Strategic Program Director	
No. of Direct reports:	TBC	

RMIT University

RMIT is a global university of technology, design and enterprise, committed to creating transformative experiences for students and making a meaningful impact through research, innovation, and engagement. 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 campuses in Melbourne (City, Brunswick, Bundoora, and Point Cook) are complemented by international campuses in Vietnam and a centre in Barcelona, Spain. We proudly acknowledge the Woi Wurrung and Boon Wurrung peoples of the eastern Kulin Nation on whose unceded lands our campuses are located.

We are deeply committed to reconciliation and Indigenous self-determination, embedding these values throughout our policies, culture and structures.

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

Why Join RMIT?

Our people are at the heart of everything we do. At RMIT, we value innovation, collaboration and impact. Our values are the heart (durrung) of who we are and what we stand for at RMIT. They guide what we do, how we make decisions, and how we treat each other.



Inclusion Imagination Integrity Courage Passion Impact

Learn more about our values: <https://www.rmit.edu.au/about/our-strategy/values>

Organisational Accountabilities

RMIT is committed to the safety, wellbeing and inclusion of all staff and students. As a staff member, you are expected to comply with all relevant legislation and RMIT policies, including those related to: Equal opportunity, Occupational health and safety, Privacy and trade practices & Child safety standards:

Appointees are responsible for completing all required training and ensuring that they and their team members remain up to date on relevant compliance obligations.

Staff are expected to understand and support RMIT's child safe practices as part of their professional responsibilities. More about our child safety commitment: <https://www.rmit.edu.au/about/our-locations-and-facilities/facilities/safety-security/child-safety>.

Leadership at RMIT

At RMIT, leadership is not defined by position or hierarchy—it is a shared responsibility demonstrated by all staff, regardless of role or title. Leadership is grounded in our six core values, which guide and shape how we work together, make decisions, and create impact.

Effective leadership means consistently integrating these values into everyday actions and interactions, whether influencing a project outcome, supporting a colleague, or leading a team. All staff are expected to embody the principles of the *Be–Know–Do* Leadership Model:

Be – We are open and authentic, inclusive and empowering. We are purpose driven role models and communicators.

Know – We are self-aware, and understand our stakeholders, our sector and priorities.

Do – We set clear direction and expectations, we develop ourselves and others and promote mutual accountability to deliver results.

At every level, leadership at RMIT is about influence, contribution, and mindset. It is reflected in how we empower others, foster collaboration, and drive positive change through capability-building and alignment to strategic goals.

College/Portfolio/Group

Property Services is located in the Operations Portfolio which is the services nucleus of RMIT and the focus for the development of the finance, people development infrastructure and systems that provide administrative capacity to the University.

Property Services has approximately 100 staff and has the responsibility to operate, maintain and enhance the buildings owned and leased by RMIT University, oversee construction projects and ensure the provision of physical facilities services.

Property Services is responsible for a Property Portfolio of \$2.9b with an operating budget in excess of \$80M and prospective capital projects of over \$100M per annum for the next few years in Melbourne and Vietnam. RMIT's built environment involves approximately 110 buildings in Melbourne spread across all RMIT's campuses and sites, and several international campuses in Vietnam and Spain.

Property Services consists of the following branches:

- Commercial & Leasing
- Facilities & Asset Management
- Capital Works & Development
- Campus Strategy & Management
- Business Operations
- Strategic Programs

For more information please visit: www.rmit.edu.au/propertieservices

Position Summary

The Associate Director, Precincts will guide the strategic development and delivery of complex precinct scale infrastructure and property projects to realise RMIT's Strategy. The role requires experience in translating the University requirements for learning and teaching, research and partnerships into spatial plans, deep precinct development expertise and a proven ability to lead multidisciplinary teams and contractors to achieve high quality precinct outcomes.

Reporting to the Director, Strategic Program, you will drive planning and development of RMIT Precincts, oversee commercial and legal activities, and development of effective procurement/market strategies from inception to delivery. You will draw on your exceptional stakeholder engagement and client liaison skills to build and maintain strong relationships across RMIT and the private sector.

Key Accountabilities

- **Strategic Leadership:** Work across the whole of RMIT Executive to drive complex precinct development initiatives that enables realisation of the breadth of RMIT's Strategy and realises the academic mission of the University.
- **Precinct Development:** Lead a team, as well as matrix teams, of planners and property development professionals to develop strategic project and program briefs, which deliver precinct and place impact as well as leverage commercial opportunities to position RMIT for success over the next decade.
- **Project Management:** Oversee a program of works to manage multiple major contractor engagements to drive strong project and development outcomes.
- **Risk Management:** Anticipate and manage project risks and critical issues to maintain momentum and deliver precinct objectives.
- **Budget Management:** Lead a team to prepare, manage, and monitor project budgets. Ensure financial viability and adherence to budget and cost control measures while maximising project profitability.
- **Communications:** Provide expert policy, strategic and project advice to senior executives across the University.
- **Governance and Performance Reporting:** Own/Participate in governance and performance measurement systems to track project progress and provide regular updates to senior management and stakeholders.

Key Selection Criteria

1. **Qualifications and Experience**
 - Degree in property development, planning, architecture, or a related field, and/or extensive relevant experience in complex precinct development and urban renewal.
 - Demonstrated experience leading briefing and early planning phases of capital or major projects, preferably in higher education or a comparable environment.
2. **Precinct Activation and Investment Attraction**
 - Proven ability to translate strategic directions and University learning and research pillar into Precinct development and development opportunities briefs and supporting investment cases.
 - Experience in Precinct delivery scenario development, options assessment and feasibility.
3. **Client-Side and Project Leadership**
 - Demonstrated experience in client-side project leadership, coordinating multi-disciplinary teams and consultants during early project stages.
 - Strong organisational skills with the ability to manage multiple concurrent projects and competing priorities.
4. **Stakeholder Engagement and Communication**
 - Highly developed stakeholder engagement skills, including experience working with senior executives and leading complex consultations.
 - Excellent communication skills, with a track record of preparing high-quality documentation for senior decision-makers.

5. Analytical and Strategic Capability

- Strong analytical skills with the ability to interpret and apply data (e.g. utilisation, attendance, enrolments) to support robust recommendations.
- Capacity to think strategically about Precinct ecology and partnership place and investment, and to clearly articulate implications and trade-offs.

6. Values and Cultural Fit

- Commitment to RMIT's values and to fostering inclusive, respectful and collaborative working relationships.
- Ability to work effectively across diverse teams and disciplines and contribute positively to Campus Planning and Property Services culture.

Qualifications

1. Bachelor's degree in property development, construction management, architecture, or a related field. Advanced degree preferred.
2. Minimum of 10 years of experience in property development, precinct planning and delivery.
3. Proven track record of successful delivery of large-scale development projects.
4. Expertise in financial planning, budgeting, and risk management.

Working with Children Check

Appointment to this position is subject to holding a valid Victorian 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.