



Manager, Education Solution Design and Activation

Position Details

Position Title: Manager, Education Solution Design and Activation

Position Number: xxx

College/Portfolio: Vocational Education

School/Group Partnerships

Campus Location: Based at the CBD campus but may be required to work and/or be based at other campuses of the University.

Classification : HEW 9

Employment Type : Fixed Term 2 years

Time Fraction : 1 FTE

RMIT University

RMIT is a leading multi-sector university of technology, design and enterprise with more than 91,000 students and 11,000 staff globally. We offer postgraduate, undergraduate, vocational education and online programs to provide students with a variety of work-relevant pathways.

Our purpose is to offer life-changing experiences for our students, and to help shape the world with research, innovation, teaching and industry engagement. With strong industry connections forged over 130 years, collaboration with industry remains integral to RMIT's leadership in education, applied and innovative research, and to the development of highly skilled, globally-focused graduates.

With three campuses in Melbourne (Central Business District, Brunswick and Bundoora), two in Vietnam (Hanoi and Ho Chi Minh City) and a centre in Barcelona, Spain, RMIT is a truly global university. RMIT also offers programs through partners in Singapore, Hong Kong, mainland China, Indonesia, Sri Lanka, Belgium, Germany, Austria and The Netherlands, and enjoys research and industry partnerships on every continent.

We are also committed to redefining our relationship in working with and supporting Aboriginal 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

We're proud to share with you:

- The launch of our second **Reconciliation Plan for Dhumbah Goorowa** – a “commitment to share” - **an important step in our reconciliation journey**.
- RMIT University is an **Athena SWAN** member with Bronze Award accreditation and the College of Science, Engineering and Health is central to driving improvements in gender equality, diversity and inclusion, particularly in the Science, Technology, Engineering, Mathematics and Medicine (STEMM) disciplines.
- RMIT was placed **10th in the 2019 Randstad Employer Brand Research Awards**, up five spots from 2018.
- We were named as an **Employer of Choice for Gender Equality** by the Workplace Gender Equality Agency in 2019.
- We achieved **Gold Employer status for LGBTIQ** inclusion in the Australian Workplace Equality Index (AWEI) in 2018 and now in 2019.
- We were recognised as a **top five employer in 2018 for workplace accessibility** with the Australian Network on Disability.

RMIT Standings in university rankings

RMIT has a deep commitment to innovation, research and teaching, we are a 5-Star university under the QS Stars international evaluation system and are **238th globally in QS World University Rankings 2020** (moved up 12 places compared to 250th last year), being also 32nd in the world among universities less than 50 years old (2014 QS Top 50 Under 50 index). Additionally:

- In the 2019 QS World University Rankings by Subject, RMIT was positioned 12th in the world (highest ranked in Australia) in Art and Design, 22nd in the world (fourth highest in Australia) in Architecture and the Built Environment, and 37th in Media and Communications. We are also among the world's top 100 universities in Engineering (Civil and Structural; Electrical and Electronic; and Mechanical, Mechanical, Aeronautical and Manufacturing); Accounting and Finance; and Business and Management Studies).
- In the 2018 QS Rankings by Subject, RMIT was ranked 11th in the world and number one in the Asia Pacific for Art and Design, and 26th in Architecture and the Built Environment. RMIT is also among the world's top 100 universities in Engineering (Civil and Structural; Electrical and Electronic; and Computer Science and Information Systems); Accounting and Finance; Business and Management Studies; and Communication and Media Studies. The 2018 Shanghai Ranking's Global Ranking of Academic Subjects highlighted RMIT's strength in Engineering and Technology in particular.
- In the specialised rankings, RMIT is ranked 77th in the QS Graduate Employability Rankings 2020 and 82nd in the inaugural Times Higher Education University Impact Rankings 2019.
- RMIT also ranks in the world's **top 400** in the 2019 Academic Ranking of World Universities and in the world's **top 400** in 2020 Times Higher Education World University Rankings.

For more information, visit rmit.edu.au/about

The College of Vocational Education

The purpose of RMIT's College of Vocational Education is to empower learners and our industry, community and government partners to succeed in the new world of work. Our five-year strategic roadmap, [ALIVE@RMIT](#), purposefully guides everything we do in vocational education to deliver our vision: to position RMIT as a leading multi-sector provider with global impact and influence.

Led by our Pro Vice Chancellor, the College of VE is reimagining how we deliver vocational education to create unique experiences for our students and partners, so we can:

- lead in practice-based learning
- empower learners for the future of work
- engage industry and community at scale
- grow for impact and influence

The College of VE is delivering impact through transformation that creates long-term change.

Partnerships

The focus of College of VE's dedicated Partnerships portfolio is identifying, developing and managing industry, community and government partnership opportunities in domestic and global contexts. These partnerships are inclusive of the coordination of industry short courses across all clusters. This core industry, community and government engagement function is a key pillar of what makes RMIT's CoVE offering unique and sector leading.

Position Summary

The Manager, Education Solution Design and Activation is responsible for driving the success of both domestic and international education delivery projects, with a strong focus on the ASEAN region. This role works closely with Executive and senior leaders and is responsible for leading the development of outstanding education solutions including overseeing project implementation and monitoring (with delivery clusters), learning and teaching, student services and global engagement teams. A key responsibility is to facilitate the seamless transition from the project bid phase to execution, in alignment with the broader College/Portfolio teams.

The Manager, Education Solution Design and Activation will lead the development, codesign and implementation of innovative commercial training initiatives alongside College/Portfolio teams. These education solution design elements include but are not limited to:

- **needs analysis** – identify or clarify stakeholders and their learner needs to inform/recommend solutions,
- **development**– lead collaboration with internal and external stakeholders to develop and co-create fit-for-purpose training solutions leveraging CoVE's product suite and learning and teaching expertise,
- **learning model development** – repurpose existing products for scalable, flexible delivery solutions (e.g., online, hybrid, workplace-based),
- **solution architecture** – map end-to-end architecture required to develop and deliver identified education solutions including delivery pathways, resources, and system requirements,
- **feasibility and delivery risks** – evaluate operational readiness, financial modelling, and activation risks,
- **monitoring and evaluation** – establish KPIs and reporting frameworks to track progress, timelines, budget and impact for Executive teams,
- **innovation and improvement** – apply agile, best practice approaches to refine and future-proof solutions.

Reporting Line

Reports to: Associate Director Partnerships

Direct reports: indirect project team members, consultants, in-country coordinators)

Organisational Accountabilities

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.

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

- *Respond to and operationalise opportunities:* Facilitate the transition from bid phase to project execution, ensuring the development of innovative commercial education solutions and a smooth handover for delivery.
- *Education solution design thinking:* Design and facilitate customer and stakeholder workshops and collaborate with learning designers to curate products and training solutions to support client briefs.
- *Lead cross functional teams* to develop innovative education solutions from concept development through to successful delivery and implementation, including working with external stakeholders, delivery teams, and service areas to ensure viability.
- *Stakeholder Engagement:* Effectively manage engagement with stakeholders to develop impactful education solutions.
- *Project Management:* Establish commercial project tracking and reporting, identifying areas for improvement and innovation.
- *Develop briefing papers, agendas and presentations* to support Senior Executive meetings with external stakeholders.

Key Selection Criteria

1. **Experience in Education or Training Solution Design** – demonstrated experience designing effective education or workforce training solutions through adapting existing products, frameworks and delivery models (e.g. accredited courses, micro credentials, short courses) to meet stakeholder requirements.
2. **Strategic use of existing capabilities** – proven ability to leverage and adapt existing training products, services and capabilities to meet client or industry needs, while ensuring alignment with organisational priorities.
3. **Stakeholder Engagement** – demonstrated ability to work independently with stakeholders to identify underlying needs, communicate with influence and facilitate codesign. Proven experience engaging a diverse range of stakeholders—including industry, government, educators, and learners—to inform solution development.
4. **Knowledge of learning design principles** – familiarity with contemporary instructional design and digital pedagogy to ensure learning effectiveness, particularly for adult and workplace learners.
5. **Project planning and implementation readiness** - ability to develop clear implementation plans, including timelines, resources and risk mitigation strategies, to enable transition from concept to delivery.
6. **Commercial acumen** – foundation level understanding of financial, regulatory and operational factors in education settings, with the ability to assess feasibility, cost-effectiveness and delivery impact of proposed solutions.
7. **Leading with influence** – proven capability to work with cross functional project teams to deliver commercially viable projects in adult education settings. Demonstrated ability to deliver outcomes, manage priorities and foster a positive, collaborative team environment.
8. **Communication and reporting skills** – excellent interpersonal and communication skills, including the ability to present solution proposals, produce clear documentation and report to executive stakeholders.
9. Relevant experience in a tertiary environment is desirable.

Qualifications

Relevant qualifications and extensive experience in leading projects is mandatory, particularly in the ASEAN region.

A qualification/certification in Training and Assessment or similar with minimum holding accredited unit TAEDS511 (Design and develop strategies for training and assessment)

Project Management Methodology will be highly regarded (e.g. Grad Cert/Grad Diploma of PM, Prince2, Agile)

Note: Appointment to this position is subject to passing a Working with Children Check.

Endorsed:	Signature:	Approved:	Signature:
	Name:		Name:
	Title:		Title:
	Date:		Date: