

Position Description – Partnerships Manager (WIDI)

Position Details

Position Title: Partnerships Manager, Workforce Innovation and Development Institute (WIDI)

College/Portfolio: Policy, Strategy and Impact Portfolio

Campus Location: Primarily based at the city campus, and the potential to work across other RMIT campuses as required.

Classification: HEW 9 **Time Fraction:** 1.0 FTE

Employment Type: Fixed Term (24 months)

Fixed Term Reason: Specific Tasks or Projects

Reporting Line: Deputy Director, WIDI

No. of Direct reports: Nil

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.

Policy, Strategy and Impact Portfolio

The Policy, Strategy and Impact (PSI) Portfolio works to advance the values, goals and outcomes articulated in *Knowledge with Action: RMIT's Strategy to 2031*.

PSI supports the delivery of these priorities through strategy development and execution, Indigenous engagement and Responsible Practice, innovative partnerships in lifelong learning, entrepreneurship and place-based development, public policy and capability development.

PSI brings together diverse teams from across the RMIT Group, including RMIT Europe, Strategy; Indigenous Education, Research and Engagement; the Ngarara Willim Centre; RMIT Activator; the Health Transformation Lab; Government Relations; the Workforce Innovation and Development Institute; with colleagues supporting impact and community engagement.

PSI operates as a collaborative and inclusive network, working to grow an ecosystem of relationships and partnerships to create impact and systems change at scale, combining diverse sources of knowledge and skill with evidence-driven innovation, public policy design and community engagement.

Position Summary

The Partnerships Manager (WIDI) is a senior specialist role responsible for leading strategic partnership development, stakeholder engagement and opportunity creation activities for the Workforce Innovation and Development Institute (WIDI). The position operates with a high degree of autonomy and judgement, identifying shared challenges and opportunities across the community and social services ecosystem and bringing together WIDI capability leads, RMIT, government, industry and community partners to co-design solutions that deliver meaningful workforce, organisational and social impact.

Working collaboratively with RMIT and WIDI's capability leads and external stakeholder networks, the role will shape and steer strategic relationships that enable innovative workforce development initiatives, applied projects, capability-building programs and systems-level responses to emerging sector challenges. The Partnerships Manager acts as a connector and senior advisor, translating external needs into collaborative opportunities that leverage RMIT's expertise and strengthen WIDI's contribution to positive community outcomes.

A critical aspect of the role is fostering strong partnerships with WIDI's capability leads and colleagues across RMIT to ensure external engagement activities are informed by and aligned with institutional strengths, expertise and strategic priorities. Through this collaborative approach, the role helps identify common problems, develop shared solutions and generate opportunities that create value for partners, communities and the university.

Revenue growth and business development are important outcomes of the position; however, they are achieved through the development of trusted relationships, impactful partnerships and solutions that address genuine workforce and sector needs. The role therefore prioritises long-term value creation, mutual benefit and measurable impact, ensuring commercial opportunities are aligned with WIDI's mission, strategic objectives and social purpose.

The position contributes directly to WIDI's strategic priorities through:

- Building and strengthening partnerships across the community and social services ecosystem.
- Connecting external stakeholders with WIDI capability leads and broader RMIT expertise to address complex workforce and community challenges.
- Identifying shared problems and opportunities that can be addressed through collaborative innovation, research and capability development.

- Expanding WIDI's reach, reputation and influence as a trusted partner for workforce innovation and systems change.
- Developing sustainable partnership and project opportunities that generate both social impact and long-term organisational sustainability.
- Facilitating collaboration between government, industry, community organisations, capability leads and RMIT stakeholders to deliver meaningful outcomes.
- Contributing to WIDI's long-term sustainability through partnership-led impact, engagement and value creation.

Key Accountabilities

- **Strategic Partnership Development and Impact Creation** - Lead the identification, development and cultivation of strategic partnerships that address workforce and community challenges aligned with WIDI's mission and expertise. Build and manage a portfolio of opportunities that generate meaningful impact, strengthen sector capability and contribute to sustainable organisational growth.
- **Capability Integration and Collaborative Opportunity Development** - Work closely with WIDI capability leads and relevant RMIT stakeholders to understand institutional strengths, emerging expertise and strategic priorities. Facilitate and influence collaboration between capability leads and external partners to identify common challenges, co-design solutions and develop opportunities for applied projects, workforce initiatives, research translation and capability-building programs.
- **Strategic Stakeholder Engagement** - Build, manage and strengthen trusted relationships with senior leaders and decision-makers across government, community services, industry bodies, not-for-profit organisations and social enterprises. Represent WIDI as a senior point of contact and foster partnerships based on mutual value, long-term collaboration and shared outcomes.
- **Sector Intelligence and Opportunity Identification** - Monitor emerging workforce trends, policy developments, funding priorities and sector challenges. Exercise high-level analytical and judgement skills to translate insights into partnership opportunities, collaborative initiatives and strategic responses that align external needs with WIDI and RMIT capabilities.
- **External Representation and Ecosystem Development** - Represent WIDI and RMIT across external forums, networks, conferences and stakeholder engagements. Promote WIDI's expertise, facilitate knowledge exchange and strengthen relationships that enhance impact, influence and future collaboration opportunities.
- **Partnership Governance and Sustainability** - Maintain effective partnership management, reporting and governance practices. Monitor partnership performance, stakeholder engagement activities and opportunity pipelines to ensure resources are directed towards initiatives that create measurable impact, strategic value and sustainable revenue outcomes where appropriate. Provide high-level advice to the Deputy Director and WIDI leadership on partnership risks, opportunities and prioritisation.

Key Selection Criteria

- Demonstrated success in identifying, developing and securing strategic partnerships, funded initiatives, service agreements or commercial opportunities within the community, social services, government or workforce development sectors, operating at a senior level with significant autonomy.
- Highly developed stakeholder engagement and relationship management skills, with a proven ability to establish and maintain trusted relationships with executive level leaders across government, community services, not-for-profit organisations and industry.
- Demonstrated business development capability, including generating new opportunities, building commercial pipelines and contributing to revenue growth through partnerships, contracts, grants or strategic initiatives with clear evidence of strategic impact and long-term value creation.
- Strong understanding of the community and social services sector, including workforce challenges, policy environments, funding models and stakeholder ecosystems.
- Proven ability to identify emerging opportunities and translate strategic priorities into practical partnership and business development outcomes.
- Exceptional communication, influencing and negotiation skills, with the ability to engage effectively with executive-level internal and external stakeholders.
- Demonstrated ability to work independently within complex organisational environments while managing multiple priorities and delivering results.
- Strong organisational, governance and reporting capability, including experience managing partnership pipelines, stakeholder engagement activities and contractual or project-related processes.
- Experience in workforce development, capability building, vocational education, applied research, social impact initiatives or community sector reform.
- Understanding of government procurement, tendering processes and contract management within community and human services environments.
- Experience developing cross-sector partnerships involving universities, government agencies, industry and community organisations.
- Knowledge of social impact measurement, workforce innovation frameworks or systems change approaches.

Qualifications

Relevant tertiary qualification or minimum 5 years related experience.

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.