



## Position Description – Project Manager, Education Transformation

### Position Details

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**Position Title:** Project Manager, Education Transformation

**College/Portfolio:** College of Vocational Education      **School/Group:** Programs & Delivery

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

**Classification:** Senior Educator 2 (SE2)      **Time Fraction:** 1.0 FTE

**Employment Type:** Fixed Term

**Fixed Term Reason:** Specialised Skill

**Reporting Line:** Associate Deputy Vice Chancellor, Strategic Leadership & Delivery

**No. of Direct reports:** Nil

### RMIT University

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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?

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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.



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

## Organisational Accountabilities

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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

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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

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### 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 Deputy 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.

## Position Summary

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The Project Manager, Education Transformation is a senior role responsible for the design, implementation, and evaluation of high-priority educational initiatives across the Vocational Education (VE) portfolio. Acting as a bridge between strategic intent and operational delivery, the incumbent will lead

cross-functional projects that modernise delivery models, enhance student employability, and elevate the academic quality of the student experience.

The role requires a sophisticated understanding of the vocational education landscape and the ability to influence a large, diverse workforce of teaching and professional staff to adopt evidence-based educational improvements across 125 programs.

## Key Accountabilities

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### 1. Delivery Model Innovation & Optimisation

- **Strategic Review:** Lead comprehensive evaluations of existing delivery frameworks to ensure they are agile, sustainable, and meeting the needs of specialised student cohorts.
- **Process Modernisation:** Identify and address systemic barriers in student management and administrative workflows to improve the efficiency and quality of the educational journey.
- **Scalable Frameworks:** Develop and implement standardised delivery "blueprints" that can be adapted across the diverse Industry Clusters within the university.

### 2. Employability & Industry-Linked Learning

- **Strategic Integration:** Design and scale frameworks that embed employability skills and "job-ready" competencies directly into the core curriculum.
- **Industry Alignment:** Partner with Industry Cluster Directors to ensure that project outcomes reflect contemporary industry needs and facilitate seamless transitions from education to employment.

### 3. Educational Quality & Student Experience Transformation

- **Targeted Interventions:** Lead deep-dive reviews of selected program suites, utilising performance data (student satisfaction, retention, and progression) to drive rapid improvement.
- **Pedagogical Leadership:** Foster the adoption of contemporary teaching practices, authentic assessment strategies, and learner-centric curriculum design across the VE and Associate Degree portfolios.
- **Capability Building:** Create tools and resources that empower Program Managers and Coordinators to lead their own continuous improvement cycles.

### 4. Change, Influence & Strategic Leadership

- **Cross-Functional Influence:** Navigate a large, complex organisational structure to build consensus and drive change among teaching and professional staff in the College.
- **Evidence-Based Reporting:** Provide the Executive Leadership team with data-driven insights, progress reporting, and strategic recommendations regarding project impact and risk mitigation.

## Key Selection Criteria

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### Essential:

- **Mastery of Vocational Education:** Significant experience in a VET or dual-sector environment, with a profound understanding of VET regulatory frameworks, training packages, and the intersection between vocational and higher education pedagogy.
- **Strategic Project Management in Complex Environments:** A proven ability to lead large-scale, multi-year educational projects. Demonstrated expertise in project management methodologies and the ability to manage competing priorities in a high-volume setting.
- **Advanced Pedagogical & Curriculum Design Skills:** Expertise in modernising curriculum and assessment practices to improve student outcomes. Ability to apply educational theory to practical, industry-aligned delivery models.
- **Leadership & Influence:** Outstanding interpersonal and communication skills, with a track record of influencing senior stakeholders and leading change across diverse teaching teams

- **Analytical & Systems Thinking:** High-level ability to analyse complex student data and operational processes to identify root causes of issues and design systemic, scalable solutions.
- **Strategy to implementation:** A honed ability to think and conceptualise strategic priorities and get hands on and deliver direct outcomes.

**Desirable:**

- **Experience with apprenticeships:** Deep understanding of apprenticeship systems and delivery would be well regarded.

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## Qualifications

**Mandatory:** Diploma level qualification in education or directly related discipline

**Desirable:** Postgraduate qualifications in Education or a related field, or an equivalent combination of significant experience and training.

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## 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.