RESEARCH PROJECT ENGAGEMENT MANAGER

DEPARTMENT/UNIT: RACE for 2030 CRC, Monash Energy Institute

FACULTY/DIVISION: Faculty of Engineering

CLASSIFICATION: HEW Level 9

DESIGNATED CAMPUS OR LOCATION: Clayton Campus

ORGANISATIONAL CONTEXT

Monash is a university of transformation, progress and optimism. Our people are our most valued asset, with our academics among the best in the world and our professional staff revolutionising the way we operate as an organisation. For more information about our University and our exciting future, please visit www.monash.edu.

The Faculty of Engineering is one of the largest in Australia, renowned worldwide for the quality and calibre of our teaching, research and graduates. We offer a comprehensive range of undergraduate, graduate, postgraduate and higher degree by research programs in a wide range of engineering disciplines. Our research activities provide a platform for establishing a thriving educational enterprise and our staff are committed to creating a dynamic learning environment. The research activities range from fundamental studies to research with a strong applications orientation. To learn more about the Faculty of Engineering, please visit our website.

Monash Energy Institute (MEI) has been instrumental in harnessing the university’s research capital and capabilities to deliver transformative initiatives in Energy. MEI works with over 150 researchers and staff involved in energy R&D, three ARC Centres of Excellence dedicated to energy – ACES, ACEx and FLEET and leads major strategic initiatives such as the Woodside Monash Energy Partnership, the Net Zero Initiative and the Grid Innovation Hub. Monash University is uniquely placed to meet the challenges posed by the changing demands of the Australian and international energy landscapes.

The Reliable Affordable Clean Energy for 2030 Cooperative Research Centre (RACE for 2030 CRC) is a newly awarded Cooperative Research Centre and is an industry-led research effort to create a customer-centred clean energy transition in Australia. RACE for 2030 CRC is one of the largest ever cooperative research efforts in Australia with 91 committed industry, research and government partners. Its mission is to drive energy innovation to boost Australian business energy productivity, integrate distributed energy resources into the grid, reduce energy bills for consumers, enhance energy reliability and cut carbon emissions.

RACE for 2030 involves $68.5M of Commonwealth government funding, $87M of partner cash contributions and $194M of in-kind contributions, or about $350M in all over 10 years. The CRC company has been registered as a not-for-profit company limited by guarantee, and is currently in its establishment phase. Its operations started in July 2020.
POSITION PURPOSE

The Research Project Engagement Manager provides high level support in establishment and management of relationships with CRC partners in Victoria and supports the end-to-end development and delivery of the Reliable Affordable Clean Energy (RACE) projects with industry and university-wide impact, pioneering new research into delivering reliable, affordable and clean energy for consumers and businesses.

The position will work closely with senior stakeholders across RACE for 2030 CRC (Program Leads, CRO, CEO and others), CRC industry and research partners and internal Monash University stakeholders to build partnerships and drive project development in accordance with agreed timeframes, within budget and to achieve strategic business outcomes.

The position is responsible for all aspects of project development and management, including providing expert advice and managing major change initiatives to support the delivery of project outcomes where required, and also develops, maintains and supports the RACE for 2030 CRC Victoria’s client base, providing expert advice on the External Relations strategy.

The Research Project Engagement Manager plays a key role in client engagement and relationship development and helps to establish the RACE for 2030 CRC and Monash University as the lead Victorian research energy community hub, facilitating relevant connections for partnering organisations and industry to amplify research impact in the energy sector.

Reporting Line: The position reports to Faculty General Manager, Faculty of Engineering with a dotted line to the Monash Energy Institute Director, RACE for 2030 (Program LEAD)

Supervisory Responsibilities: Not applicable

Financial Delegation: Not applicable

Budgetary Responsibilities: Not applicable

KEY RESPONSIBILITIES

1. Initiate, develop and maintain strong partnerships with Victoria RACE for 2030 CRC client base and stakeholders, including driving or influencing project conceptualisation and development and providing support for project formation for RACE 2030 CRC

2. Lead and manage projects from conception to final delivery drawing on current project management methodologies, including; creating and obtaining approval of business cases, establishing project structure, identifying and engaging relevant stakeholders, scoping client needs, identifying project deliverables, overseeing the development of project documentation and reports, managing project progress and performance against milestones, and coordinating and reporting on post-implementation reviews

3. Take accountability for the implementation of project deliverables including devising, managing and implementing change management strategies associated with project outcomes

4. Identify, source and assign project resources, which may include managing a procurement tender process and managing contracts with external providers

5. Undertake research, devise solutions and provide high level, practical and impartial advice to senior management on complex, multi-faceted project issues

6. Establish, lead and develop a highly trained, motivated and efficient project team, including managing external consultants and contractors, with a focus on excellence in project delivery

7. Exercise strong budget management including supporting the delivery of project outcomes within budget for the project/s managed

8. Oversee and manage the preparation of business cases, position papers, briefings and reports for senior management and project stakeholders, including presentation of information where required
9. Identify risks, issues and dependencies relating to large scale, complex projects and ensure that effective controls and risk mitigation strategies are in place

10. Provide high-level advice to the senior stakeholders at RACE for 2030 CRC and Monash Energy Institute on External Relations strategy and operations

11. Other duties as directed from time to time

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
   • Postgraduate qualifications and extensive, relevant experience; or
   • extensive partner management experience and proven management expertise; or
   • an equivalent combination of relevant experience and/or education/training

Knowledge and Skills

2. Exceptional project management skills with a proven record of successfully managing all aspects of large, complex and organisational-wide projects through to completion, including implementation and change management

3. Exceptional planning and organisational skills, with experience establishing priorities, allocating resources and meeting deadlines

4. Extensive experience in leading, motivating and developing a team of professionals to achieve project objectives

5. Outstanding relationship management and consulting skills, including the ability to interact, influence and negotiate with a variety of stakeholders within and outside the university

6. Superior analytical, evaluation and research skills including demonstrated ability to quickly assimilate new concepts and information and deliver positive, innovative solutions

7. Exceptional interpersonal and communication skills, including the ability to liaise with and influence senior management, develop professional and effective communications for a range of audiences and deliver engaging presentations

8. Proven experience in managing change in a large and complex organisation

9. Advanced computer literacy, particularly experience with current project management software and related application capabilities

10. Proven expertise and comprehension of the energy landscape, sector trends and challenges in Australia

11. Proven expertise and comprehension of the research and higher-education sector in Australia

OTHER JOB RELATED INFORMATION

• Travel to other campuses of the University and RACE for 2030 CRC locations or activities may be required
• There may be a requirement to work additional hours from time to time
• There may be peak periods of work during which taking of leave may be restricted

GOVERNANCE

Monash University expects staff to appropriately balance risk and reward in a manner that is sustainable to its long-term future, contribute to a culture of honesty and integrity, and provide an environment that is safe, secure and inclusive. Ensure you are aware of and adhere to University policies relevant to the duties undertaken and the values of the University. This is a standard which the University sees as the benchmark for all of its activities in Australia and internationally.