

## Position Description

### Director, Enterprise Development

---

**Position No:** NEW

**Classification:** ESMC 2

**Position Supervisor:** Pro Vice Chancellor Industry Engagement

**Other Benefits:** <http://www.latrobe.edu.au/jobs/working/benefits>

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

---

#### Position Purpose

La Trobe University is a leading research university in Australia, with a worldwide reputation for academic excellence and innovation. The University has extensive research programs, with all research areas ranked at or above world standard by the Excellence in Research for Australia (ERA) assessment. La Trobe seeks to be a 'strategic partner of choice' to industry to grow the impact of our research, provide opportunities for our students and support business growth and economic development.

The Director, Enterprise Development will develop, manage and support the growth of strategic industry partnerships and opportunities with enterprise-wide engagement. The Director will identify and support enterprise-wide strategic development opportunities and industry partnerships that generate impact and growth. Working collaboratively with leadership across the Portfolios, Colleges and Schools the Director has responsibility to drive the development of these opportunities to achieve financial and strategic growth objectives. The Director will manage and provide leadership, mentoring and coaching to the Enterprise Development team responsible for supporting strategic partnerships, coordinating proposal development, tender and bid submission with agility, efficiency and a high degree of professionalism.

#### Duties at this level will include:

- Develop a strong understanding of capabilities and priorities across La Trobe and aligning the Enterprise Development Team work collaboratively with colleagues across Portfolios, Provost & Schools to identify, drive and support major industry engagement opportunities and strategic partnerships to deliver on strategic and financial objectives
- Lead the development and conversion of significant industry opportunities to attract industry partners and investment in opportunities of significance for La Trobe to support research, education and innovation objectives
- Operate effectively in an environment of ongoing change and uncertainty and maintain flexibility. Actively ensure stakeholders are kept informed during times of change.
- Integrate professional expertise into the organisation from key stakeholders to improve overall performance and delivery of business unit outcomes.
- As a member of the Pro Vice-Chancellor (Industry Engagement) executive team contribute to industry engagement planning and be a trusted advisor to internal and external stakeholders across industry, government and venture organisations and promote the activities of the University, and La Trobe as the Partner of Choice
- Develop and maintain strong relationships with internal stakeholders, including senior executive, academic and research leadership teams, to foster teamwork and collaborative behaviour and to ensure delivery on strategic objectives
- Develop and enable the capability of staff within the work area by monitoring and continuously managing their performance and mentor them to better meet current and future role requirements and development of a high performing team
- Provide and support the management and regular reporting on the enterprise development pipeline including ensuring the team effectively utilises CRM systems
- Contribute to the development and delivery of training programs, processes and guidelines and ongoing business improvement to support successful strategic partnerships and large-scale funding submissions
- Manage the Enterprise Development team budget, subject to executive oversight. This includes recommending how to achieve the relevant goals with the allocated resources, and contributing to resource planning and budgeting processes in line with University timelines
- Ensure efficient and effective governance by demonstrating the appropriate application of University authorities and delegations and model and promote the Cultural Qualities of La Trobe
- Ensure a safe and healthy workplace, environment and community by modelling and promoting practices in accordance with LTU Sustainability frameworks, OH&S policy and relevant legislation
- Other responsibilities commensurate with the classification and scope of duties of the position and as required by the Pro Vice-Chancellor Industry Engagement

## **Essential Criteria**

### **Skills and knowledge required for the position**

- Demonstrated knowledge, skills and relevant experience in business development and strategic partnership management in a university, higher education institution or related large organisation, with a relevant tertiary and/or post graduate degree
- Demonstrated ability to build and develop key strategic relationship and deliver end-to-end conversion of strategic business development and partnership opportunities to support delivery of strategic and financial objectives
- Strong track record in the proactive identification, development and close of a portfolio of business development and partnership opportunities
- Demonstrated ability to work with complexity and ambiguity, show tenacity and resilience in striving for goals and in seeking creative, innovative and sustainable long-term solutions to achieve the University's Strategic Plan.

- Exemplary leadership ability to communicate the University's vision and strategic direction, establish a performance orientated culture and drive accountability.
- Outstanding interpersonal skills including conflict resolution, tact and discretion; a capacity to negotiate outcomes with stakeholders and achieve results in an environment that is characterised by competing expectations and views; given the diverse context in which the University operates, ability to readily adapt communication approaches with changing audiences.
- Proven experience and success in managing staff performance and development and the development of a high performing team

#### **Capabilities required to be successful in the position**

- Demonstrated commitment to reflective practice and self-development, identifying and challenging own biases, responding to others with empathy and accurately reading and responding to organisational, political and social dynamics.
- Ability to inspire and motivate others towards shared objectives, actively facilitate communication and two-way feedback across the University and create a safe, inclusive, high-performing team culture – consistently modelling and enabling accountability, connection, innovation and care.
- Demonstrated creative, critical and systems thinking, ability to promote a culture of innovation across La Trobe – encouraging and enabling the generation of new ideas, demonstrating a willingness to experiment, and taking calculated risks to solve organisational problems and support the University's strategic and cultural priorities.
- Ability to operationalise strategy, adapt quickly to disruption and successfully lead people through change – building a culture in which staff members actively contribute to the improvement of organisational practice.

#### **Essential Compliance Requirements**

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working With Children Check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

#### **Other Information**

The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

## Position Flexibility

La Trobe University is committed to providing a diverse, inclusive and respectful working environment for all staff. We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

## La Trobe Cultural Qualities

Our cultural qualities underpin everything we do. As we work towards realising the strategic goals of the University we strive to work in a way which is aligned to our four cultural qualities:

- *We are **Connected**:* We connect to the world outside — the students and communities we serve, both locally and globally.
- *We are **Innovative**:* We tackle the big issues of our time to transform the lives of our students and society.
- *We are **Accountable**:* We strive for excellence in everything we do. We hold each other and ourselves to account, and work to the highest standard.
- *We **Care**:* We care about what we do and why we do it. We believe in the power of education and research to transform lives and global society. We care about being the difference in the lives of our students and communities.

---

For Human Resource Use Only

Initials:            Date: