



Position Description

College/Division:	International Strategy Portfolio
Faculty/School/Centre:	ANU International Office
Department/Unit:	
Position Title:	Senior Manager, Regional Partnership Development
Classification:	Senior Manager 1 (Administration)
Position No:	30842
Responsible to:	Director, ANU International Office
Number of positions that report to this role:	
Delegation(s) Assigned:	

PURPOSE STATEMENT

The Pro Vice-Chancellor (International and Future Students) provides leadership on the University's engagement with global partners with responsibility for the international student recruitment strategy and the implementation of the academically led International Strategy.

The ANU International Office provides high-level support and advice to the ANU Executive on strategic international engagement. The ANU International Office works closely and collaboratively with portfolio colleagues and the wider ANU community to deliver on the University's strategic goals. The Office provides a coordinating role for international agreement making and management, including managing obligations under the Foreign Arrangements Scheme, develops and nurtures strategic partnerships with key international partners and alliances, identifies and supports the development of international business opportunities, and undertakes research and analysis. Through the Global Programs team, the ANU International Office is responsible for the implementation, delivery and support of ANU Learning Abroad programs.

KEY ACCOUNTABILITY AREAS

Position Dimension & Relationships

Under the direction of the Director, ANU International Office, the Senior Manager, Regional Partnership Development, will work closely and collegially with members of the ANU International Office, the DVC Academic portfolio and the wider University-community. The Senior Manager is expected to establish a network of influence among academic and professional staff across the University and with current and potential domestic and international partners. The Senior Manager is expected to develop extensive and in-depth understanding of the drivers and objectives of the University's international engagement and support the implementation of the ANU International Strategy and regional plans.

The Senior Manager, Regional Partnership Development, is responsible for developing and managing relationships with current and prospective partners and stakeholders in Europe and the United Kingdom, Latin America, and the Middle East and Africa. In close collaboration with the Research and Innovation Portfolio, the ANU Colleges and other University stakeholders, the Senior Manager will pursue organisational objectives to cultivate and pursue business opportunities, including research funding opportunities, through partnerships, projects and initiatives with regional stakeholders.

Role Statement

Under the direction of the Director, ANU International Office, the Senior Manager, Regional Partnership Development will:

1. demonstrate effective leadership and undertake active management and engagement of the ANU International Agreements and Compliance team, ensuring objectives and deadlines are met. Support staff career development and play a key role in managing and developing a high-performing ANU International Office.
2. manage and drive bilateral and multilateral engagement with partners and stakeholders in Europe and

<p>the United Kingdom, Latin America, and the Middle East and Africa, including with their Australian-based representatives</p> <ol style="list-style-type: none"> 3. develop high-quality, nuanced and considered advice and recommendations for strategic engagement and business development opportunities in line with the objectives of the ANU Strategy. 4. in close collaboration with the Research and Innovation Portfolio, the ANU Colleges and other University stakeholders, support the development of new international business opportunities, resulting in increased research linkages, partnerships and research income 5. collect and disseminate high-level intelligence and information, including by preparing minutes, reports, and briefings for members of the ANU Executive and Senior Management Group 6. comply with all ANU policies and procedures, and in particular those relating to work health and safety and equal opportunity 7. perform other duties consistent with the classification of the position, as directed.

SELECTION CRITERIA

1. Postgraduate qualifications and proven experience and expertise in international collaboration.
2. Demonstrated experience in the management of strategic and collaborative international relationships and partnerships in a higher education setting or comparable complex environment.
3. Demonstrated experience in implementing strategy and policy in higher education.
4. Demonstrated high-level written and oral communication skills, including senior and extensive experience in drafting complex, concise and accurate minutes and reports with a high level of detail to the University Executive and Senior Managers.
5. Demonstrated experience in the management of strategic and collaborative international relationships and partnerships in a higher education setting or comparable environment, including the ability to build and maintain effective working relationships and act with professionalism, diplomacy and discretion when dealing with sensitive and confidential issues
6. Demonstrated experience and success in identifying and developing international research and business opportunities.
7. A demonstrated executive-level understanding of equal opportunity principles and a commitment to the application of EO policies in a university context.

The ANU conducts background checks on potential employees, and employment in this position is conditional on satisfactory results in accordance with the [Background Checking Procedure](#) which sets out the types of checks required by each type of position.

Supervisor/Delegate Name:	Jonathan Dampney	Date:	16 September 2024
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References:

[Professional Staff Classification Descriptors](#)

[Academic Minimum Standards](#)



**Australian
National
University**

Pre-Employment Work Environment Report

Position Details

College/Div/Centre	DVCIS	Dept/School/Section	ANU International Office
Position Title	Manager, Regional Partnership Development	Classification	Senior Manager 1 (Administration)
Position No.		Reference No.	

In accordance with the Work Health and Safety Act 2011 (Cth) the University has a primary duty of care, so far as reasonably practicable, to ensure the health and safety of all staff while they are at work in the University.

- This form must be completed by the supervisor of the advertised position and forwarded with the job requisition to Appointments and Promotions Branch, Human Resources Division. Without this form jobs cannot be advertised.
- This form is used to advise potential applicants of work environment and health and safety hazards prior to application.
- Once an applicant has been selected for the position they must familiarise themselves with the University WHS Management System via Handbook guidance <https://services.anu.edu.au/human-resources/health-safety/whs-management-system-handbook>
- The hazards identified below are of generic nature in relation to the position. It is not correlated directly to training required for the specific staff to be engaged. Identification of individual WHS training needs must be in accordance with WHS Local Training Plan and through the WHS induction programs and Performance Development Review Process.
- 'Regular' hazards identified below must be listed as 'Essential' in the Selection Criteria - see 'Employment Medical Procedures' at http://info.anu.edu.au/Policies/_DHR/Procedures/Employment_Medical_Procedures.asp

Potential Hazards

- Please indicate whether the duties associated with appointment will result in exposure to any of the following potential hazards, either as a **regular** or **occasional** part of the duties.

TASK	regular	occasional	TASK	regular	occasional
key boarding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	laboratory work	<input type="checkbox"/>	<input type="checkbox"/>
lifting, manual handling	<input type="checkbox"/>	<input type="checkbox"/>	work at heights	<input type="checkbox"/>	<input type="checkbox"/>
repetitive manual tasks	<input type="checkbox"/>	<input type="checkbox"/>	work in confined spaces	<input type="checkbox"/>	<input type="checkbox"/>
Organizing events	<input type="checkbox"/>	<input type="checkbox"/>	noise / vibration	<input type="checkbox"/>	<input type="checkbox"/>
fieldwork & travel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	electricity	<input type="checkbox"/>	<input type="checkbox"/>
driving a vehicle	<input type="checkbox"/>	<input type="checkbox"/>			
NON-IONIZING RADIATION			IONIZING RADIATION		
solar	<input type="checkbox"/>	<input type="checkbox"/>	gamma, x-rays	<input type="checkbox"/>	<input type="checkbox"/>
ultraviolet	<input type="checkbox"/>	<input type="checkbox"/>	beta particles	<input type="checkbox"/>	<input type="checkbox"/>
infra red	<input type="checkbox"/>	<input type="checkbox"/>	nuclear particles	<input type="checkbox"/>	<input type="checkbox"/>
laser	<input type="checkbox"/>	<input type="checkbox"/>			
radio frequency	<input type="checkbox"/>	<input type="checkbox"/>			
CHEMICALS			BIOLOGICAL MATERIALS		
hazardous substances	<input type="checkbox"/>	<input type="checkbox"/>	microbiological materials	<input type="checkbox"/>	<input type="checkbox"/>
allergens	<input type="checkbox"/>	<input type="checkbox"/>	potential biological allergens	<input type="checkbox"/>	<input type="checkbox"/>
cytotoxics	<input type="checkbox"/>	<input type="checkbox"/>	laboratory animals or insects	<input type="checkbox"/>	<input type="checkbox"/>
mutagens/teratogens/ carcinogens	<input type="checkbox"/>	<input type="checkbox"/>	clinical specimens, including blood	<input type="checkbox"/>	<input type="checkbox"/>
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pesticides / herbicides	<input type="checkbox"/>	<input type="checkbox"/>	genetically-manipulated specimens	<input type="checkbox"/>	<input type="checkbox"/>
			immunisations	<input type="checkbox"/>	<input type="checkbox"/>
OTHER POTENTIAL HAZARDS (please specify):					
Supervisor/Delegate Name:	Jonathan Dampney		Date:	30 June 2021	