POSITION DESCRIPTION

Manager, Business Development – College of Business and Economics

February 2024

10011026

UNIVERSITY of TASMANIA
Position Summary

College / Division  College of Business and Economics
School / Section  College Office
Location          Launceston / Hobart
Classification    HEO Level 9
Reports to        Director Strategy and Business Development

The Opportunity

As a key member of the College’s Strategy and Business Development team, the Manager, Business Development contributes to the long-term strategic goals for the College and plays a key role in identifying, facilitating and delivering major business development initiatives to generate revenue. Collaboration with College academics will be important for the evaluation and development of new products, markets and applications that meet industry needs and expectations and emergent opportunities. The incumbent will also build and strengthen relationships with key industry and community partners, identifying market needs and opportunities, and ensuring an appropriate and timely stakeholder engagement.

The Manager, Business Development will demonstrate high levels of initiative and ownership, sustained high energy, a growth mindset and outstanding relationship management skills. The incumbent plays a lead role in ensuring that the College’s program offerings remain contemporary and attractive to students and employers, and graduates are positioned for successful careers.

About the University of Tasmania

In 1890, our university was founded with an important purpose: providing our island with the academic excellence to thrive. Today, we continue to make our home a better place. And working together, we do extraordinary things that have global outcomes.

From early on, our role has been to help people flourish and thrive. Isolation and a small population require us to work harder. The stories of our island are told by those needing to solve unique problems in unique ways. Here, success takes a quiet determination and adaptability. In turn, this makes us broader, more rounded, multi-skilled thinkers and creative problem solvers, and it sees our institution generative powerful ideas for and from Tasmania.

Because of our unique setting and challenges we go beyond creating places of learning. We strive to stimulate economic growth, lift literacy, improve health outcomes for Tasmania and nurture our environment as it nurtures us.

We welcome enquiring minds, from near and far, to join us in our pursuit of the extraordinary.
Accountabilities and outcomes

Purpose

The Manager, Business Development leads business development opportunities and partnership engagement to drive revenue opportunities for the College and University, informed by effective data analytics and market research.

Key Result Areas

- Lead and/or oversee the College’s business development projects, including the establishment of project teams to develop new and reimagined products and services; the facilitation of relationships with existing/new external partners; the construction of business cases, tenders, reports etc.
- Cultivate and consolidate strategic relationships and networks with existing and potential University, community, industry, business, and government stakeholders to deliver on the College's business development strategic framework.
- Lead the development and maintain currency of an engagement and partnership strategic framework for the College of Business and Economics.
- Undertake environmental analysis (e.g. identifying changes in government policy, competitor activity, and consumer market trends) and other market research to inform high-level strategic and operational advice to the College, and University more broadly, on existing business challenges and potential opportunities for business development.
- Provide timely, accurate and comprehensive data analytics to the College Leadership Team via regular and ad hoc reporting on the status of College business development projects and initiatives, as well identified opportunities under development.
- Represent the College at internal and external meetings and events as required, clearly articulating College strategy and achieving sound business outcomes on behalf of the College.
- Undertake other duties as reasonably assigned by the supervisor.

Behavioural Expectations

We aim to everyone to have a positive experience at our university, and all staff contribute toward creating a university culture that is safe and supportive, enabling our community to flourish by:

- Treating all others – staff, students and community with fairness, equity and respect.
- Ensuring the workplace is an inspiring and safe place to be.
- Ensuring the workplace is free from harassment, bullying, victimisation and discrimination.
Success profile

Personal Attributes

- **Evaluative**: Excels at examining information and asking probing questions, documenting facts and interpreting data in an objective manner.
- **Innovative**: Able to produce new ideas and adopt radical solutions. Readily applies theories and concepts to form strategies and navigate future trends.
- **Driven**: Takes action and uses initiative to seize opportunities and pursue outstanding results, even when presented with difficulties or setbacks.
- **Communicative**: Enjoys articulating information and giving presentations. Shapes opinion through influencing skills while challenging established views and assumptions.

Core Capabilities

- **Strategy into Action**: Able to set, operationalise and activate strategy into specific actions, timelines and responsibilities to enable the University to deliver on key strategic goals.
- **Student Focus**: Able to bring the student experience lens to all work activities, contributing to outcomes that evoke student curiosity, interest and passion for disciplinary knowledge and skills.
- **Holistic decision making**: Able to form sound judgements based on all available information, considering the potential impacts of decisions from a broad range of perspectives before taking definitive action.
- **Growth Mindset**: Adopts a growth mindset and consistently seeks feedback, makes others comfortable with taking risks and experimenting to improve over time.

Role Specific Skills, Knowledge and Experience

- A combination of education, training, and experience commensurate with the requirements of the position.
- Experience in business development and the establishment of productive external relationships in a complex and highly competitive sector.
- High-level written and oral communication skills, with strong evidence of achieving significant business outcomes through the sophisticated articulation and presentation of data, innovative ideas and solutions.
- Demonstrated success in strategic planning, project management, and financial modelling and reporting.
- Strong record of bringing individuals and teams together to achieve a common goal, with demonstrated leadership attributes and skilled relationship management and sophisticated stakeholder negotiation competencies.
- Demonstrated knowledge and experience of issues facing the tertiary education sector.
- Demonstrated digital literacy, including the capacity to use data for insights and utilise PowerPoint and other platforms for reporting, analysis and communication.
Qualifications and Licences

- Current Australian Driver Licence.

Other Requirements

- Regular intrastate travel and possible interstate/international travel
- Regular participation in engagement activities outside of normal work hours
- To be eligible for this position, you are required to hold Australian or New Zealand Citizenship, permanent residence or a valid visa that enables you to fulfil the requirements of this role.
Learn more

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utas.edu.au

CRICOS Provider Code 00586B/OOM0610043

The intention of this Position Description is to highlight the most important aspects, rather than to limit the scope or accountabilities of this role. Duties may be altered in accordance with the changing requirements of the position.