



ASSOCIATE PROFESSOR (PRACTICE) AND DEPUTY DIRECTOR, EXECUTIVE EDUCATION

DEPARTMENT/UNIT	Leadership and Executive Education
FACULTY/DIVISION	Faculty of Business and Economics / Monash Business School
CLASSIFICATION	Level D
WORK LOCATION	Caulfield campus

ORGANISATIONAL CONTEXT

Monash is full of thinkers and doers who are looking for their next challenge. So if you've forged a rewarding career so far, this role provides the perfect platform to join us. You'll have access to quality research facilities, infrastructure and teaching spaces to do exciting work, along with opportunities to collaborate internationally. You'll be part of a university that's made up of inspirational, challenging thinkers and doers – and continue doing work that makes a lasting impact. Discover more at www.monash.edu.

With over 18,000 students, the **Faculty of Business and Economics** is the largest faculty in the University in terms of student numbers, and its operations cover education, research, consultancy and community engagements across all the main business and economics disciplines. It offers a comprehensive selection of awards including bachelor degrees, specialist master degrees by coursework, the Master of Business Administration (MBA), masters by research, and the PhD. The Faculty teaches on four of the Australian campuses (Berwick, Caulfield, Clayton and Peninsula) and in South Africa, Malaysia and China.

The Faculty is made up of three schools (Melbourne, Johannesburg and Kuala Lumpur). The Melbourne-based Business School is structured into seven discipline-based departments (Accounting, Banking and Finance, Business Law and Taxation, Econometrics, and Business Statistics, Economics, Management, and Marketing), a number of research centres, units and groups in specialist areas such as behavioural economics, development economics, employment and work, and retail studies.

The **Leadership and Executive Education** (LEE) portfolio is responsible for strategic leadership and management of the Monash Business School's Executive Education portfolio of programs; MBA programs; business and industry engagement; and the Entrepreneurship portfolio.

Executive Education at Monash Business School: Bespoke. Future-focused. Transformational

Executive Education is focused primarily although not exclusively on the non-degree executive development portfolio for business executives and other professionals. We offer a range of live and blended learning experiences through a diverse range of open-enrolment programs, company-specific programs, coaching and other custom interventions. Our programs respond to current and next-generation problems by equipping leaders, managers and professionals with the insight, skills and confidence to respond with agility to the disruptions they and their organisations face. We deliver executive education experiences that transform people – from emerging leaders to seasoned executives - and by extension, the world of business.

POSITION PURPOSE

The Associate Professor (Practice) and Deputy Director, Executive Education, supports the Director to build scale and sustainability in Executive Education. The role holder has responsibility for new business development through strategic client and industry relationships leading to custom programs, and for program design and development for Monash Business School's non-degree executive programs.

The Associate Professor (Practice) and Deputy Director is integral to Executive Education's success, driving the B2B strategy to engage local, regional, national, and ultimately international organisations. The role will develop rich strategic client relationships and form new strategic alliances. The incumbent will be instrumental in new market development, shaping and helping introduce, design and in some cases, deliver into strategic client programs.

The incumbent will work at senior levels with faculty and other staff from the Business School and across Monash University to leverage relationships and reputation. The incumbent will collaborate with Business School faculty and affiliates to develop and deliver high-quality custom and open-enrolment executive-education programs in the, private, public, and not-for-profit sectors.

The Associate Professor (Practice) and Deputy Director will have a record of outstanding achievement in their field of expertise through industry-based teaching and/or facilitation and industry engagement.

Reporting Line: The position reports to the Professor (Practice) and Director, Executive Education

Supervisory Responsibilities: Not applicable

Financial Delegation: Not applicable

Budgetary Responsibilities: Not applicable

KEY RESPONSIBILITIES

Specific duties required of the Associate Professor (Practice) and Deputy Director include:

1. Work with the Director of Executive Education to develop and drive the business-to-business (B2B) go-to market strategy that extends the brand and reach of Monash Business School Executive Education, and which leads to a strong pipeline of business
2. Build key strategic partnerships with organisations and industry bodies; drive and manage new initiatives linking Executive Education with industry both domestically and abroad that build inroads into industry
3. Stay abreast of changing and emerging business trends; the current and emerging business and workforce needs of the Australian and international markets; and competitive offers – all of which inform the development of Executive Education's portfolio of offers, mix and pricing
4. Contribute to and inform the development of the marketing strategies and approaches for strategically generating demand
5. Scope, develop, write and 'pitch' proposals that result in new sold work for Executive Education
6. Design, facilitate and manage client relationships for profitable, complex, innovative programs of work
7. Track and measure the results of business development strategies and tactics
8. Support the Director, Executive Education in creating strong partnerships with Faculty that build their appetite to apply their expertise and research to serve client needs; build faculty enthusiasm and commitment to work with Monash Executive Education
9. Collaboratively facilitate and manage content development process with Program Director/s for sold custom work; align contributors and ensure delivery excellence that meets clients' objectives
10. Deliver sold work in line within area of industry or thematic expertise

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
 - Advanced qualifications (postgraduate qualifications desirable) and/or recognised significant experience in Executive Education

Knowledge and Skills

2. Proven track record in developing and selling custom Executive Education or consulting-style programs
3. Established network of senior corporate leaders and/or HR leaders
4. High-level interpersonal skills and proven ability to establish outstanding working relationships with C-Suite stakeholders and industry bodies
5. Exceptional business acumen, including proven success in proposal writing, scoping and pricing work, strategic business development
6. Demonstrated experience in program design, development and delivery
7. Success in a matrix, or large and complex management structure
8. Exceptional analytical, conceptual and creative problem solving skills including demonstrated ability to quickly assimilate new concepts and information and deliver positive, innovative solutions

OTHER JOB RELATED INFORMATION

- There may be a requirement to work additional hours from time to time
- Travel may be required
- There may be peak periods of work during which taking of leave may be restricted

LEGAL COMPLIANCE

Ensure you are aware of and adhere to legislation and University policy relevant to the duties undertaken, including: Equal Employment Opportunity, supporting equity and fairness; Occupational Health and Safety, supporting a safe workplace; Conflict of Interest (including Conflict of Interest in Research); Paid Outside Work; Privacy; Research Conduct; and Staff/Student Relationships.