



Position Description – Director, Business & Enterprise

Position Details

Position Title:	Director, Business & Enterprise
College/Portfolio:	College of Vocational Education (CoVE)
School/Group	Programs & Delivery
Campus Location	Based at the Melbourne campus, but may be required to work and/or be based at other campuses of the University.
Classification	HEW10C
Time Fraction	1.0 FTE.

RMIT University

RMIT is a leading multi-sector university of technology, design and enterprise with more than 91,000 students and 11,000 staff globally. We offer postgraduate, undergraduate, vocational education and online programs to provide students with a variety of work-relevant pathways.

Our purpose is to offer life-changing experiences for our students, and to help shape the world with research, innovation, teaching and industry engagement. With strong industry connections forged over 130 years, collaboration with industry remains integral to RMIT's leadership in education, applied and innovative research, and to the development of highly skilled, globally-focused graduates.

With three campuses in Melbourne (Central Business District, Brunswick and Bundoora), two in Vietnam (Hanoi and Ho Chi Minh City) and a centre in Barcelona, Spain, RMIT is a truly global university. RMIT also offers programs through partners in Singapore, Hong Kong, mainland China, Indonesia, Sri Lanka, Belgium, Germany, Austria and The Netherlands, and enjoys research and industry partnerships on every continent.

We are also committed to redefining our relationship in working with and supporting Aboriginal self-determination. Our goal is to achieve lasting transformation by maturing our values, culture, policy and structures in a way that embeds reconciliation in everything we do. We are changing our ways of knowing, working and being to support sustainable reconciliation and activate a relationship between Indigenous and non-Indigenous staff, students and community. Our three campuses in Melbourne (City, Brunswick

and Bundoora campuses) are located on the unceded lands of the people of the Woi Wurrung and Boon Wurrung language groups of the eastern Kulin Nation

We're proud to share with you:

- The launch of our second **Reconciliation Plan for Dhumbah Goorowa**– a “**commitment to share**” - **an important step in our reconciliation journey**.
- RMIT University is an **Athena SWAN** member with Bronze Award accreditation and the College of Science, Engineering and Health is central to driving improvements in gender equality, diversity and inclusion, particularly in the Science, Technology, Engineering, Mathematics and Medicine (STEMM) disciplines.
- RMIT was placed **10th in the 2019 Randstad Employer Brand Research Awards**, up five spots from 2018.
- We were named as an **Employer of Choice for Gender Equality** by the Workplace Gender Equality Agency in 2019.
- We achieved **Gold Employer status for LGBTIQ** inclusion in the Australian Workplace Equality Index (AWEI) in 2018 and now in 2019.
- We were recognised as a **top five employer in 2018 for workplace accessibility** with the Australian Network on Disability.

RMIT Standings in university rankings

RMIT has a deep commitment to innovation, research and teaching, we are a 5-Star university under the QS Stars international evaluation system and are **238th globally in QS World University Rankings 2020** (moved up 12 places compared to 250th last year), being also 32nd in the world among universities less than 50 years old (2014 QS Top 50 Under 50 index). Additionally:

- In the 2019 QS World University Rankings by Subject, RMIT was positioned 12th in the world (highest ranked in Australia) in Art and Design, 22nd in the world (fourth highest in Australia) in Architecture and the Built Environment, and 37th in Media and Communications. We are also among the world's top 100 universities in Engineering (Civil and Structural; Electrical and Electronic; and Mechanical, Mechanical, Aeronautical and Manufacturing); Accounting and Finance; and Business and Management Studies).
- In the 2018 QS Rankings by Subject, RMIT was ranked 11th in the world and number one in the Asia Pacific for Art and Design, and 26th in Architecture and the Built Environment. RMIT is also among the world's top 100 universities in Engineering (Civil and Structural; Electrical and Electronic; and Computer Science and Information Systems); Accounting and Finance; Business and Management Studies; and Communication and Media Studies. The 2018 Shanghai Ranking's Global Ranking of Academic Subjects highlighted RMIT's strength in Engineering and Technology in particular.
- In the specialised rankings, RMIT is ranked 77th in the QS Graduate Employability Rankings 2020 and 82nd in the inaugural Times Higher Education University Impact Rankings 2019.
- RMIT also ranks in the world's **top 400** in the 2019 Academic Ranking of World Universities and in the world's **top 400** in 2020 Times Higher Education World University Rankings.

For more information, visit rmit.edu.au/about

The College of Vocational Education

The purpose of RMIT's College of Vocational Education is to empower learners and our industry, community and government partners to succeed in the new world of work. Our five-year strategic roadmap, [ALIVE@RMIT](#), purposefully guides everything we do in vocational education to deliver our vision: to position RMIT as a leading multi-sector provider with global impact and influence.

Led by our Deputy Vice Chancellor, the College of VE is reimagining how we deliver vocational education to

create unique experiences for our students and partners, so we can:

- lead in practice-based learning
- empower learners for the future of work
- engage industry and community at scale
- grow for impact and influence

The College of VE is delivering impact through transformation that creates long-term change.

Programs & Delivery

With robust ties to industry through effective engagement and deep collaboration, the College of VE provides rich discipline knowledge and a learning and teaching delivery model that aligns to future student and industry needs. Our discipline clusters strengthen the multi-sector advantage, while fostering deeper collaboration between disciplines.

Position Summary

The Director will provide strategic leadership to the industry cluster and will lead and drive teams through significant cultural change, change in ways of working and business processes. The position will be accountable for quality, innovation, industry connections and collaboration across the suite of programs and delivery methods. The incumbent will be responsible for the direction of the industry cluster, and accountable for meeting market opportunities and identifying solutions that meet the expectations of industry and community partners, government and external funding bodies.

The Director will provide superior leadership to a team of staff and setting a culture of excellence and continuous improvement that enables the team to be sustainable, achieve and succeed.

Reporting Line

Reports to: Associate Deputy Vice-Chancellor, Strategic Leadership and Delivery

Direct reports: Approx. 5-8, Indirect Approx. 50-100.

Organisational Accountabilities

RMIT University is committed to the health, safety and wellbeing of its staff. RMIT and its staff must comply with a range of statutory requirements, including equal opportunity, occupational health and safety, privacy and trade practice. RMIT also expects staff to comply with its policy and procedures, which relate to statutory requirements and our ways of working.

Appointees are accountable for completing training on these matters and ensuring their knowledge and the knowledge of their staff is up to date.

Key Accountabilities

- Lead strategic, cultural & financial management of several programs within the College, ensuring economic viability of VE and sub-degree (if applicable) programs, as well as services to students, enterprises and industry, in a competitive training market.
- Contribute to the strategic direction setting of College by working collaboratively with other relevant members of the College senior leadership group to plan and develop programs.
- Drive industry engagement and collaboration.
- Foster global links and develop strategies for growth.
- Develop a strategic workforce plan for the relevant industry cluster and work across supporting VE teams to ensure professional development and talent pipeline activities are aligned with this plan.
- Ensure currency, quality, compliance with external regulatory requirements, both ASQA and TEQSA, and foster a culture of continuous improvement around this within the cluster.
- Represent the cluster group externally, building and maintaining active engagement with industry & external stakeholders.
- Work closely with cross-functional, customer-facing teams (teaching and professional) to deliver coordinated student and educational experiences and achieve growth and meet targets.
- Provide leadership which ensures industry and government opportunities are leveraged and fulfilled compliantly across RMIT.

- Proactively support the team and collaborate across the College to ensure efficient and effective delivery of services to both internal and external customers.
- Build a climate that delivers engaging, meaningful, current, vocational student experiences
- Act as a role model for the RMIT Values and demonstrate the expected behaviours of a Senior leader.
- Develop a student centric culture through teaching and learning pedagogy that embraces continuous improvement and innovation.
- Perform other duties as requested by the Manager.

Key Selection Criteria

1. Demonstrated educational leadership experience related to leading Vocational Education program teams, including, where relevant, apprenticeships, traineeships and Sub-Degrees.
2. Proven ability to develop a strong culture that supports and encourages creativity and continuous improvement.
3. Demonstrated experience in strategic and tactical leadership.
4. High level of interpersonal, communication and negotiation skills including the ability to consult with senior executives, external bodies, negotiate agreed directions, outcomes and targets within a collaborative environment.
5. Evidence of a strong understanding of university systems relating to budget management, quality maintenance and good governance.
6. Understanding of the issues and concepts employed in strategic planning and financial management and continuous improvement and in the design, development and delivery of vocational education and training.
7. Proven leadership and influencing skills, including the capacity to initiate, lead and manage projects as well as organisational change programs that will contribute to improved programs.
8. Knowledge and understanding of the educational requirements, issues and policies (internal and external) affecting Vocational Education and Higher Education.
9. Knowledge and understanding of relevant program accreditation requirements, including Tax Practitioners Board.

Qualifications

Relevant qualifications and proven expertise in the leadership of large-scale operational teams in a commercial or educational environment, and relevant industry experience.

Note: Appointment to this position is subject to passing a Working with Children check.

Endorsed:	Signature: Name: Title: Date:	Approved:	Signature: Name: Title: Date:
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