

A photograph of a modern, multi-story building with a glass facade and a red brick section, likely an RMIT campus. The building is illuminated from within, and the sky is a soft blue with some clouds.

RMIT Vietnam

Manager, Research engagement and publicity

Position Details

Position Title: Manager, Research engagement and publicity

Division/ Centre: Research & Innovation

Department: Office for Research & Innovation

Campus Location: Based at the Saigon South campus but may be required to work and/or be based at other campuses of RMIT Vietnam.

Job Grade/ Classification: PS8

Time Fraction: 1.0

RMIT University

RMIT is a leading multi-sector university of technology, design and enterprise with more than 90,000 students and 10,000 staff globally. We offer postgraduate, undergraduate, vocational education and online programs to provide students with a variety of work-relevant pathways.

The University's mission is to help shape the world through research, innovation and engagement, and to create transformative experiences for students to prepare them for life and work.

Our three main campuses in Melbourne are located in the heart of the City, Brunswick and Bundoora. Other locations include Point Cook, Hamilton and Bendigo. In Vietnam RMIT has two campuses (Ho Chi Minh City and Hanoi) and an English language centre (Da Nang). RMIT also has a European hub in Barcelona, Spain, as a gateway for European research, industry, and government partnerships. Programs are offered through transnational partners in Singapore, Hong Kong, Sri Lanka, India and mainland China, with research and industry partnerships on every continent.

RMIT Standings in university rankings

RMIT is ranked 125th in the 2026 QS World University Rankings consolidating its reputation as a global leader in education and research. The University is also now ranked 10th in Australia.

The University is ranked 5th globally for its work to reduce inequalities (SDG 10), 30th in supporting decent work and economic growth (SDG 8), and overall 56th worldwide in the 2025 Times Higher Education Impact Rankings.

RMIT has eight subject areas ranked in the top 100 globally in the latest QS World University Rankings by Subject. Four subjects retained their place in the top 50 with Art and Design also maintaining its number one position in Australia. Other standout results included Architecture and the Built Environment, ranked second in Australia and



25th globally, Communication and Media Studies, 4th in Australia and 42nd globally and Library & Information Management coming in at 2nd in Australia and 29th globally. Business and Management ranks 7th in Australia.

www.rmit.edu.au/about

RMIT Vietnam

RMIT University Vietnam (RMIT Vietnam) is a campus of RMIT University and was established in the year 2000. As the leading international university in Vietnam with over 12,000 students, RMIT Vietnam has a high-quality, innovative teaching and learning culture, and a growing research and innovation capability. We provide internationally recognised high-quality education and research aligned to the needs of the Vietnam and ASEAN region. As an internationally recognised Australian university based in South-East Asia, RMIT Vietnam is assisting in the development of human resources capability in Vietnam and the region. Our teaching and research is highly engaged with industry across the region.

Degrees are awarded by RMIT University in Australia, allowing Vietnamese students to receive an overseas education without having to leave home. Given its international profile, RMIT Vietnam is also host to students from Australia and many other countries. All degree programs are recognised by the Vietnamese Ministry of Education and Training (MOET) and are subject to regulation by the Australian Tertiary Education Quality and Standards Agency. The academic programs span from English Language training through to undergraduate, post-graduate and PhD programs. All teaching at RMIT Vietnam is in English and maintain the same standards as Australia.

<https://www.rmit.edu.vn/about-us>

Department Summary

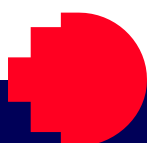
RMIT's Research and Innovation Portfolio supports researchers to help shape the world. The portfolio has an engaged, energetic, talented and collaborative team focused on enabling excellent research and innovation outcomes. With a global presence, community and industry connections, we support cutting-edge research and careers that make a positive impact on communities.

The Research and Innovation Portfolio supports researchers and graduate researchers with research partnerships, grants and research contracts, funding opportunities, capability development, research training, ethics and integrity, intellectual property, commercialization, internships, communication and profile.

Position Summary

The Manager, Research Engagement and Publicity provides leadership to enhance the visibility, quality and impact of research and innovation at RMIT Vietnam. The role has end-to-end oversight of key research performance and impact metrics, ensuring alignment with university priorities and driving continuous improvement in research processes, systems and services.

Working in close partnership with academic leaders, researchers, professional staff and colleagues across RMIT's global campuses, the Manager leads the development and implementation of integrated research engagement, reporting and publicity strategies. This includes supporting academics with their profiles, research planning and reporting cycles, impact narratives and case studies, research integrity and ethics support, and risk and business continuity management for the Office for Research and Innovation (ORI).



The role is accountable for positioning RMIT Vietnam's research profile internally and externally through evidence-based insights, targeted communications, partner-facing materials and exhibitions, and by acting as a key interface with communications and our research community. The Manager provides supervision and guidance to the Coordinator, Research Publicity and Reporting.

Reporting Line

Reports to: Head, Office for Research and Innovation

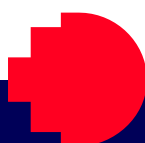
Indirectly reports to: N/A

Direct reports: 1

Reporting lines may be adjusted in line with organisational changes.

Key Accountabilities

- Manage and maintain research impact content on the research webpage and drive timely publicity for research through various channels, including social media and other forums.
- Ensure the publication of research impact at RMIT Vietnam by collaborating with stakeholders across the schools to showcase the work we do at an institutional level. Manage the continual update of these publication materials, including brochures, exhibitions, slide decks, and videos that present the university's research impact.
- Engage in new research initiatives that foster a research culture that promotes continuous improvements to processes and procedures in alignment with university policies and procedures. Be a change champion to develop and run any future research initiatives which are approved as part of the Vietnam growth strategy. Prepare time sensitive, high-level, accurate and detailed data and insights to support leadership in the development of research plans.
- Ensure accurate and timely submission of reports to school leadership to monitor key research metrics on a quarterly basis, including ad hoc data requests for government reporting, external engagements, and the annual report that showcases a summary of the year's research impact.
- Coordinate and deliver complex research programs with the ability to organise and prioritise work to meet timelines and perform other duties as and when assigned, with respect to driving research culture development on the campus.
- Contribute towards continuous improvement of research services and processes, with a service excellence mindset, including the function of risk champion and manager of the Business Continuity Plan for ORI. Demonstrate maturity, high analytical and problem-solving skills with ability to identify and manage issues that arise in day-day activities.
- Manage strategic academic partnerships that strengthen RMIT Vietnam's research profile, including identifying opportunities for collaboration, supporting the establishment and monitoring of partnership agreements, with a particular focus on collaborative delivery of higher degree by research.
- Lead the secretariat function for the University Research Committee, including forward planning, agenda and paper coordination, briefing materials, minutes and tracking of actions, and ensure high-quality governance support for related research committees.



- Provide supervision, coaching and guidance to the Coordinator, Research Publicity and Reporting to deliver on portfolio priorities and support a high-performing team culture.
- Other duties commensurate with the scope of the role

Key Selection Criteria

- Masters degree or above (PhD preferred).
- At least 7 years of experience in similar roles.
- Knowledge of IT and Multi-media related applications preferred
- High interpersonal, verbal and written communication skills, including the ability to confidently handle a range of situations with people from a diverse range of academic and business backgrounds.
- Experience in the interpretation of complex policies as well as identifying key information required for data entry and analysis and a high level of attention to detail.
- Demonstrated ability to work effectively and efficiently within a team as well as autonomously under broad direction.
- Demonstrated ability leading teams through complex change management environments, including academic stakeholder management
- Excellent organisational and time management skills, with proven ability to manage multiple tasks and the flexibility to re-adjust workload priorities to meet competing deadlines.
- Proven analytical and problem-solving skills and the ability to contribute to continuous improvement projects.
- Demonstrated high level of proficiency in the use of MS Office suite; internet and information management systems. Experience in working with SAMS and AIR or other similar databases.
- Ability to display appropriate behaviours in line with the position, RMIT Values and RMIT Leadership Model.

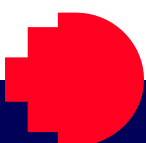
English Proficiency

English is the language of teaching and communication at RMIT Vietnam. For this role, the minimum requirement is IELTS (General) with a score of at least 6.5 (or equivalent, as outlined in the Recruitment, Selection and Onboarding Guidelines).

Organisational Accountabilities

RMIT Vietnam is committed to the health, safety and wellbeing of its staff members. RMIT Vietnam and its staff members must comply with a range of Vietnamese legal and regulatory requirements, including foreign investment & business, import & export, contracts & commerce, banking, finance & foreign exchange, labour, taxation, land & premises, environment, and immigration. RMIT Vietnam expects all staff members to comply with its Code of Conduct, policies and procedures, which relate to legal and regulatory requirements and our ways of working.

Work Permit



All foreign employees must adhere to the requirements for obtaining a valid visa and work permit in Vietnam. These requirements are mandated by the Government and may be over and above the mandatory requirements and key selection criteria. Work permit requirements are subject to change. RMIT Vietnam accepts zero tolerance to non-adherence of the immigration laws of Vietnam.

Background checks

RMIT Vietnam is committed to providing a healthy and safe working, research and learning environment that enhances wellbeing across our community. As part of this commitment, all new employees are required to undergo background checks prior to commencing employment. Offers of employment are conditional upon the satisfactory completion of these checks. The specific requirements may vary depending on the nature of the role, as outlined in our Background Check Matrix.

Endorsed

Signature:

Name:

Title:

Date: Must filled section

Approved

Signature:

Name:

Title:

Date: Must filled section

