

Position:	Head of Education Partnerships and Business Development
Org unit:	Aspect Education
Direct Manager	Director of Education
Direct reports:	Indirect, collaborative role, liaising with the Partnerships, Development and Autism Friendly team. Project team members may be required to lead new transformational business lines as they are developed in time. Support provided to Aspect's Lease Administrator
Industrial coverage:	Non-award
ANZSCO code:	<i>Tbc</i>
Approval status:	For Approval – Permanent Role
Date reviewed:	Every 3 years

Organisation purpose

A different brilliant® - understanding, engaging and celebrating the strengths, aspirations and interests of people on the autism spectrum.

Vision: To provide best opportunities for people on the autism spectrum.

Mission: We work with people of all ages on the autism spectrum, delivering evidence-informed solutions that are person-centered, family-focused, and customer-driven.

Values: We are passionate about people, about being positive, and about what's possible.

Team culture and development

- Contribute to and promote a team culture of continuous improvement, high performance and inclusive environment.
- To be open and comfortable working with neuro-diverse team members.
- Develop a deep understanding and knowledge of each Aspect school community; building supportive relationships with individuals and teams based on trust, mutual respect, integrity and a shared commitment to wellbeing and learning outcomes for our students;
- Participate in Aspect's Learning Improvement Collaborative (ALIC) to support and grow system approach to continuous improvement of student outcomes.
- Contribute to the development of the Education team's collective knowledge and team spirit through participation in and leadership of learning and team building activities.

Portfolio and Team purpose

Aspect is Australia's largest service provider for people on the autism spectrum, and our specialist evidence informed schools programme (Aspect Education) is one of the largest in the world. We offer dynamic, individualised learning for Autistic students with a caring and inclusive experience for all students that is underpinned by the Aspect Comprehensive Approach.

We currently have nine independent schools across Australia and over 100 satellite classes based in mainstream primary and high school settings. Each year we educate more than 1200 children on the autism spectrum, aged 4 to 17 years.

We're passionate about making sure our students enjoy an educational experience that is personalised and demonstrates continuous learning improvement.

Position purpose

This role will provide leadership and stewardship to nurture Aspect Education's existing productive partnerships, and proactively look to identify and form new mutually beneficial alliances. In addition, there will be a focus on leading the development of new and innovative business products and new opportunities to grow and continually enhance our value offering to our partners and to our clients.

- a) Nurturing Aspect Education's existing productive partnerships includes responsibilities to:

- drive, gatekeep and proactively managing Aspects high-level strategic education partnerships, to achieve long-term goals, through security of longer-term partnership agreements
 - increase impact, extend reach and deliver an increase in school enrolments (and therefore income stream) via government grants
- b) Leading strategic planning and development of new and innovative business opportunities involves drawing on experience to;
- increase Aspect's commercial capability and capacity
 - secure more strategic partnerships, as they align to progressing Aspect's strategic plan
 - Working with the Head of Strategic Partnerships and Impact to ensure there is a consistent framework and relationships management approach to new business development and commercial partnerships across

This role is well suited to someone who is a strategic thinker who thrives on initiating new business areas and is passionate about education and the impact it can have in our global community. As an astute change maker, you will be focused on building capability across a wide range of stakeholders to bring people on transformational journeys as the business grows and new projects are realised.

Key external audience/stakeholders you will be working with include; Education sector groups such as Catholic Education and the Department of Education and in collaboration with the Head of Strategic Partnerships other potential Educational alliance and partners which can connect the dots to a shared vision, mission or major project strategic alignment.

Key accountabilities to drive forward Aspect Education's high-level strategic goals;

- Lead development and management of Education's partnerships framework, identifying key partners and ensuring appropriate governance and stakeholder relationships are nurtured.
- Identify, cultivate and secure commercially focused partnerships in areas of new service and education sector growth opportunities.
- Research and develop new products or education-related services to diversify income streams for Aspect schools
- Create leads/opportunities through proactive Business Development initiatives and education sector networks
- Work in partnership with the 'Partnerships, Development and Autism Friendly' team to gatekeep new organisational strategy, direction and framework as it relates to corporate and strategic partnerships
- Work with Aspect Services and key stakeholders to identify strategic partnership prospects and funding projects enhancing a unified approach for how best to increase school enrolments and create attractive cases for support for local stakeholders (in collaboration with Philanthropy team).
- Work with Aspect Marketing team to identify the value of our brand and offerings in commercial arrangements and target market segments.
- Make strategic recommendations on how best to upskill team and increase both capability and capacity in a best practice way that supports development of new business opportunities and ability to secure long term school satellite partners.

Major Works and output identified for 2024 and beyond

- Review existing business model for Aspect's current Distance Education services with a view to scaling up this program and also to extending this model into additional jurisdictions.
- Lead the development of business cases for newly developed specialised programs - provide strategic advice and engagement strategies to include new partnerships that could increase opportunities for specialised programs for aboriginal students and for girls-specific autism strategies and trial programs.
- Identify and develop business models for delivering bespoke training programs as packages of work to new (or existing) partners.
- Undertake feasibility studies to guide Aspect's development of early childhood strategies and potential business growth opportunities
- Advise and influence opportunities for increasing the number of satellite programs within existing Memorandums or by introducing new education partners
- Collaborate within a clear client management framework across teams (e.g. including use of CRM such as Salesforce) which interfaces with other key departments and agreed primary relationships holders in place.
- Providing direction on where to initially focus resource and external resource supports
- Collaborate with Internal Enterprise Working party to establish clear objectives to scale up existing services for increased reach and impact and also for achieving new partnerships and business opportunities.
- Partner with education executive team leads to build on existing sector relationships and understand the opportunities being cultivated in schools (existing research projects and pilot initiatives that are testing grounds for new opportunities)

- Provide leadership and direction to Aspect's Lease Administrator to ensure commercially beneficially agreements support strategic directives.

Success Measures

- Ability to communicate strategic progress, growth and opportunities generated through the investment into this new role, to the Executive and broader stakeholders through a profit, reach and impact lens.
- All existing Memorandums of Understanding with School and HEI partners are governed to provide benefit to Aspect Education.
- Regular and productive governance meetings between relevant MOU partners are maintained and seek to continually improve service offering and/or expand the enrolment capacity of Aspect's schools.
- Continual growth of Aspect's satellite programs
- Clear Case for Support information provided to Philanthropy team on identified projects
- Identification of emerging business opportunities are aligned to mission and values of Aspect Education
- Clear roadmap(s) are established to provide direction for new business lines, includes the increase in confidence and capabilities of Aspect Executives to break into new fields.
- Collaborates with Aspect School Principals and Education Leadership team to create compelling cases for support, provide acquittal information and attend high value meetings when required with the Philanthropy and Strategic Partnerships team
- Actively scan for and make applications for government grant funding (for new and existing programs of work) ensuring it's coordinated.

Future success measures:

- A strategic plan and annual operational plan are in place, with clear success metrics for new school services or other business lines.
- Business and relationship improvement projects are delivered.
- Ability to articulate and demonstrate growth against benchmarks.

Safeguarding the people we support

Aspect is committed to providing an environment free from abuse, neglect and exploitation of the people we support. Staff are expected to:

- follow safeguarding guidelines as outlined in Aspect's Safeguarding the People We Support policy and Code of Conduct.
- complete mandatory Code of Conduct training and implement into day to day operations and practice.
- be vigilant and maintain a heightened sensitivity to recognizing signs of abuse, neglect or exploitation and escalate/report those signs/concerns.
- escalate/report other staff practices which deviate from policy/procedure.

Work health and safety

Members of the Aspect leadership network are considered Officers under the work health and safety legislation and, accordingly, are responsible for ensuring Aspect has arrangements in place to comply with legal obligations.

- Liaise with Safety and Wellbeing team to manage the Return to Work programmes for injured workers in conjunction with the main goal of a safe and speedy return to pre injury duties
- Fulfil your obligations to ensure Aspect complies with its work health and safety obligations under WHS laws.
- Hold managers within your business unit accountable for their health and safety responsibilities.
- Fulfil your duty to exercise due diligence. Due diligence means you must:
 - acquire and keep up to date knowledge of work health and safety matters
 - understand the operations of the business and the hazards and risks involved
 - ensure appropriate financial and physical resources and processes are provided to enable hazards to be identified and risks to be eliminated or minimised
 - ensure information regarding incidents, hazards and risks is received and the information is responded to in a timely way
 - ensure the business has, and implements, processes for complying with any legal duty or obligation
 - verify the provision and use of resources and processes.

Attributes and Capabilities

Underpinned by Aspect's Leadership Framework, the Head of Education Partnerships and Strategic Growth will have demonstrated capacity to operate professionally within the Framework which addresses three focus areas:

- **Leading Self** - Acts with integrity, resilience, self-awareness and courage
- **Leading Others** - Is respectful and inspires others, works inclusively and fosters talent
- **Leading the Organisation;**
 - Operations: puts people first and is organised, strive for sustainability and thinks operationally
 - Strategic: has vision, works collaboratively, influences responsibility and thinks strategically
 - Innovation and Change: Starts with co-design, embraces risk, adapts when needed and thinks creatively

The following attributes and capabilities are needed to perform the role effectively.

Transformational Leadership	<ul style="list-style-type: none"> • Optimises delivery of quality education programs by operating a 'best practice' approach with a focus on continuous improvement • Demonstrates exceptional relationship and stakeholder management skills combined with the ability to spot growth opportunities, pitch and upgrade relationships
Data literacy	<ul style="list-style-type: none"> • Use information, insights and knowledge in a structured way to support the identify of problems and make robust recommendations and frame alternative explanations. • Strong analytical skill skills, commercial knowledge and aptitude, strong IT skills
Creativity	<ul style="list-style-type: none"> • Focussing on innovation to continuously improve all our communication to our autism friendly clients and supporters
Organisation and Project Management skills	<ul style="list-style-type: none"> • Demonstrated skills in managing projects from end to end and measurement of outcomes
Communication and interpersonal skills	<ul style="list-style-type: none"> • Demonstrate well-developed interpersonal skills, empathy, self-awareness and the ability to build trust when dealing with sensitive situations. • Collaboratively works toward shared vision and goals. • Demonstrates integrity – is honest and authentic with Aspect Education's sector partners, families and students in our care, as well as our team.

Essential Requirements

Knowledge and Experience

- 8+ years' experience and networking at a senior level in Education sector and at least two of the following areas; high level corporate strategic planning finance, , new business development, consulting, and/or product development.
- Understanding of the provisions within the Education Act 1990 (NSW) in particular, working knowledge of the parameters of section 83C and its implications for judicially expending school funds.
- Natural team builder/people leader and excellent key stakeholder management skills
- Strategic decision maker who can work both as part of a team and independently
- Strong drive and motivated by purpose leading to demonstrating transformational growth in previous roles (essential)
- A genuine passion for education, and the disability sector. Open and comfortable about working in a neuro-diverse environment.
- Highly developed new business written and verbal skills, with a strong ability to develop compelling propositions and proposals, to present and negotiate contracts through a mutually beneficial lens
- Clear understanding of the key drivers to grow and nurture relationships over time.

Qualifications / Licence

- Tertiary qualifications in the fields of Business or Commerce or other relevant degree. Relevant tertiary qualifications in areas of Business Management, Marketing/Communications, Philanthropy/Fundraising, Commerce or CFRE
- Current, valid driver's licence with use of own vehicle for business purpose
- Working with Children check clearance and National Police Clearance (NSW)

Functional Capacity Requirements

<p>In providing services to the people Aspect supports, the nature of the work in Aspect Education inherently involves some exposure to behaviours of concern from our students.</p> <p>A behaviour of concern is defined by the NSW Department of Education as, “a challenging, complex, or unsafe behaviour that requires more persistent or intensive interventions. It does not include low-level, developmentally appropriate behaviours, such as testing boundaries and rules, which are simple to redirect and minimised through universal behaviour support strategies.”</p> <p>Behaviours of concern occur for a reason and communicate important information about a student’s stress, distress and skill development. They are typically outlined in a student’s behaviour support plan, along with the interventions expected, based on a positive behaviour support (PBS) approach. You can learn more about Aspect’s approach to PBS on our website.</p> <p>Aspect provides comprehensive Safety Intervention training to all staff who work directly with students.</p>	<p>Note: Frequency refers to an approximate percentage of time in a typical shift or period on duty:</p> <p>Rarely: Up to 7%</p> <p>Occasionally: 8% to 33%</p> <p>Often: 34% to 66%</p> <p>Continuously: More than 66%</p>
<p>Requirement</p>	<p>Frequency</p>
<p>Resilience to behaviours of concern</p>	<p>Often</p>
<p>Sitting, standing, walking</p>	<p>Continuously</p>
<p>Postural positioning – crouching, kneeling, stooping</p>	<p>Often</p>
<p>Reaching, pulling, pushing, lifting < 10kg, carrying</p>	<p>Occasionally</p>
<p>Fine motor skills – keyboarding and writing</p>	<p>Often</p>

Acknowledgement of the Incumbent

I have read and understood the requirements of the position

Name: _____ (Date) _____