

POSITION DESCRIPTION



Major Bids and Partnerships Lead



POSITION DETAILS

Position Title	Major Bids and Partnerships Lead (Faculty of SABEL/Faculty of Health and Medicine/Faculty of Engineering, Computing and Science)
Classification	HEW Level 8
Position Number	7013845/7013848/7013850
School/Office	Research Income team
Division	Research and Innovation

POSITION PURPOSE

This role is a critical link between the Faculty and the Research Income team for the identification, development and acquisition of major funded research projects and programs. Reporting to the Research Income team and embedded in the Faculty, this role will work closely with research leaders to develop strategy, engage with industry partners, build consortia and submit high-quality proposals to diversify research funding and contribute to achievement of ambitious income targets.

KEY ACCOUNTABILITIES

1. Work with Faculty leadership and Divisional colleagues to develop targeted plans for significant, sustainable growth of research funding spanning competitive grants and partnerships with industry and government.
2. Maintain a strong understanding of industry and policy trends and the research funding landscape, drive data analysis, and disseminate that knowledge, to support identification and development of strategic opportunities.
3. Liaise with industry and academic partners to align R&D objectives and build robust, high-value partnerships.
4. Provide expert advice and training on major research funding schemes and in the preparation and submission of high-quality proposals.
5. Maintain strong working relationships with colleagues in the Faculty and the Division to support effective collaboration.
6. Ensure efficient and effective processes for management of workload and collaboration between academic and professional staff colleagues to develop high-quality projects that are consistent with WSU policy and best leverage resources.

QUALIFICATIONS, EXPERIENCE AND SKILLS

1. Postgraduate qualifications and significant experience in roles focused on attraction of research funding including development and delivery of strategies to drive research income growth.
2. Strong track-record of establishment of collaborations and partnerships with a wide range of external partners, including industry and government agencies, via both direct contracts and competitive tender processes.
3. Demonstrated experience in coordinating complex, high-value research funding proposals to major competitive grant schemes.
4. Ability to work both autonomously, and with a team, in a high-volume environment to achieve ambitious growth targets.
5. Experience in delivery of training and professional development to build institutional capacity and expand access to research funding opportunities.
6. Experience in proactive process improvement, including by adoption of new technologies, to support efficient and effective collaboration.

KEY RELATIONSHIPS

- **This position reports to:** Director, Research Income
- **This position supervises:** N/A
- **Key internal relationships:**
 - Research Income team colleagues
 - Faculty research leadership incl. Faculty Associate Dean Research, School Research Directors and Research Operations Manager
 - Academic staff leading major funding proposals
- **Key external relationships:**
 - Major industry, government and community research partners
 - Research funding agencies

CHALLENGES

- Within a broad portfolio, identify and focus resources to address most promising opportunities to drive achievement of ambitious Western 2030 research income targets.
- Coordinate multi-lateral collaborations that successfully balance partners' respective objectives to establish large scale, successful and sustainable major programs.
- Manage complex and time-sensitive grant and tender submissions across diverse funding schemes and stakeholders – including business, government and for-purpose sectors.
- Maintain strong professional relationships with a wide range of internal and external stakeholders, supporting strong service delivery in a complex high-volume environment.

UNIVERSITY EXPECTATIONS

The University expects that all employees are aware of, and comply with legislation and Western's

policies and procedures relevant to the position, including but not limited to:

- Code of Conduct
- Work Health and Safety and Wellbeing Management System
- Enterprise Agreement or Award
- Anti-discrimination principles, Equal Employment Opportunity and staff and student equity.

Approved by: Office for People

Date: 19.02.2026