

POSITION DESCRIPTION

Manager, Partnership Development & Delivery



POSITION DETAILS

Position Title	Manager, Partnership Development & Delivery
Classification	HEW Level 8
Position Number	New position
School/Office	Strategic Partnerships
Division	Division of Western Sydney & External Engagement

POSITION PURPOSE

This role is about opening doors for Western Sydney University and turning the right external relationships into lasting partnerships. Strategic Partnerships connects Western's students, research expertise and ambition with industry, governments, councils and community organisations.

Working across Schools, Institutes, Centres and The College, the Manager, Partnership Development & Delivery develops opportunities that create value for students, researchers and the Western Sydney region. This includes building innovative employment pathways, connecting partners with research expertise, and shaping collaborations that respond to real-world challenges and future workforce needs.

As part of the Strategic Partnerships team, the role sits close to the action and shapes clear propositions, leads targeted outreach, assesses strategic fit and works with colleagues to move the right opportunities from early conversation to practical delivery.

It suits someone who can build trust, listen well, spot shared value and exercise commercial judgement. It requires project leadership and the ability to work across a complex University environment.

KEY ACCOUNTABILITIES

- Build and grow relationships with priority partners that create opportunities for students, strengthen research impact, support workforce pathways and lift the University's profile.
- Work with Schools, Institutes, Centres and The College to understand their priorities and shape clear, credible propositions for external partners.
- Assess partnership opportunities using commercial judgement, including strategic fit, feasibility, value, readiness, risk and resourcing requirements.

- Manage a visible and well-prioritised partnership pipeline through HubSpot or other relevant systems, ensuring prospects, owners, next steps and conversion pathways are clear.
- Turn early-stage ideas into structured partnership plans, including objectives, stakeholders, delivery model, timelines, benefits, risks, success measures and handover points.
- Bring together academic and professional staff across the University to create a coordinated and partner-ready approach to external engagement.
- Prepare high-quality proposals, pitch materials, briefings, presentations and decision papers, and represent Western Sydney University professionally in external engagements.

QUALIFICATIONS, EXPERIENCE AND SKILLS

- Relevant tertiary qualification and extensive relevant experience, or an equivalent combination of education, training and professional experience in business development, partnerships, industry engagement or a related field.
- Demonstrated experience identifying, developing and progressing partnership or business development opportunities, including prospect identification, outreach, stakeholder mapping, pipeline management and opportunity scoping.
- Sound commercial judgement, including the ability to assess strategic fit, value, feasibility, risk, resourcing requirements and partner readiness before recommending a course of action.
- Demonstrated ability to communicate effectively, influence without direct authority and align stakeholders around shared priorities, including through high-quality proposals, briefings, presentations and decision materials for senior audiences.
- Demonstrated project coordination and delivery capability, including the ability to scope opportunities, coordinate stakeholders, manage timelines, identify risks and progress work through to agreed outcomes.
- Knowledge of the higher education sector and Western Sydney industry priorities is desirable.

KEY RELATIONSHIPS

This position reports to: Director, Strategic Partnerships

Key internal relationships:

- Office of the Deputy Vice-Chancellor, Western Sydney and External Engagement
- Executive Deans, Deans, Institute Directors, Centre Directors and School leadership teams
- The College
- Careers, Work Integrated Learning and employability teams
- Innovation and Research Income
- Legal, Finance and Procurement

Key external relationships:

- Employers and industry partners
- Government, civic and regional development stakeholders
- Community partners and not-for-profit organisations
- Professional bodies and industry associations

CHALLENGES

- Turn the University's ambitions into practical partnership opportunities that create value for Western, its partners and the communities it serves.
- Connect capability across a multi-campus, multi-disciplinary University so partners experience Western as coordinated, responsive and ready to collaborate.
- Shape partnerships that are ambitious, commercially sound, academically credible and able to move through the right University pathways.

- Apply judgement to focus effort where partnership activity can deliver the greatest benefit for students, researchers, partners and the Western Sydney region.
- Help partners understand what Western can offer and how shared ambition can become practical outcomes.

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: People and Culture

Date: 07/07/2026