

23 October 2024

**Job Advertisement: Director Strategic Partnerships and Engagement  
Australian Indigenous Education Foundation (AIEF)**

**Hard Heads, Soft Hearts, Capable Hands**

Are you passionate about advancing Indigenous education in Australia? The Australian Indigenous Education Foundation (AIEF) seeks an experienced and dedicated Director – Strategic Partnerships and Engagement to join our mission to empower Indigenous students through education.

**Who We Are**

The Australian Indigenous Education Foundation (AIEF) was established in 2008 in response to community demand from Indigenous families who choose to enrol their children in boarding schools. Bringing together the government and private sector, AIEF provides scholarship funding for Indigenous students to complete Year 12 or tertiary studies and career support to help them successfully transition to further study and employment.

**Role Overview**

Reporting to the Founder and Director, the Director – Strategic Partnerships and Engagement is a key member of the Executive Committee and has overall accountability for enhancing AIEF's reputation, influence and external positioning of brand and reputation.

This role leads the cross-functional Engagement Team including Partnerships, Communications, Events, and Advancement, providing strategic leadership and management to diversify, strengthen and grow AIEF's base of support with a focus on developing and implementing strategies to engage, build and strengthen relationships with key stakeholders, including corporates, governments, industry partners, individual and foundation donors.

**Key Responsibilities**

Your responsibilities include managing and enhancing existing relationships and strengthening and growing AIEF's stakeholder engagement. You will:

- Develop and implement the external engagement strategy, annual goals and objectives in collaboration with the Founders;
- Develop and execute a comprehensive, diversified and sustainable business plan for the functions of the Engagement Team, ensuring quality, consistency and effectiveness of activities with short and long-term goals and strategies;
- Advance the purpose, strategy and priorities of AIEF, ensuring alignment with the organisation's strategic direction and reflecting AIEF's mission and vision, including working to keep all team members 'on message' in both language and behaviour;
- Foster mutually beneficial relationships with AIEF partners and stakeholders, ensuring AIEF meets its contractual requirements with partners;
- Identify, initiate and grow partnerships and positive relationships with new corporate partners, donors and other key internal and external stakeholders whose interests are aligned with the mission and values of AIEF and have the capacity to support our work and grow;
- Lead, develop and mentor the Engagement Team to deliver on outcomes, including creating a safe and supportive working environment that fosters a culture of excellence, collaboration and continuous learning and being accountable for team member success;
- Monitor performance and provide coaching and feedback to ensure relevant KPIs and business outcomes are achieved and improve team capability and productivity;
- Lead the cyclic review, development, communication and implementation of policies and procedures within the Engagement Team to maintain currency and compliance, and
- Play an active and accountable role on the Risk Committee, coordinating with relevant departments to manage and mitigate risks.

The Director – Strategic Partnerships and Engagement will be an experienced executive and strategic and operational leader with a strong background in high-performing corporate, not-for-profit or philanthropic organisations. You will be integral in organisational leadership and strategy, contributing your expertise to key decision-making processes. You will build trust with the Executive Committee, advocate for AIEF, and inspire others by clearly communicating our vision. Your responsibilities will include supporting organisational outcomes, embodying AIEF's values, participating in leadership activities and collaborating with the

Founders on strategic direction, day to day management, and share the weight of responsibility and accountability in the business.

The ideal candidate will be results-oriented, committed to achieving the Foundation's strategic goals, and passionate about Indigenous education. They will demonstrate strategic thinking, a growth mindset, and a strong work ethic while fostering a high-performance environment.

### **Selection Criteria**

- Possess tertiary qualifications and significant relevant experience at executive level;
- Solutions-oriented thinker driven to manage complex projects aligned with AIEF's strategic goals, delivering tangible outcomes;
- Proven experience in managing high-performing cross-functional teams, demonstrating a strong work ethic and execution mindset;
- Confident communicator with excellent verbal and written skills, adept at building relationships and effectively engaging stakeholders;
- Demonstrate experience in communications management with an ability to identify risks and opportunities;
- Demonstrate ability to successfully plan for and execute events to deliver identified outcomes;
- Be an exemplary role model for high standards of professional conduct and accountability;
- Proven ability to handle confidential information with discretion, be adaptable and remain calm under pressure;
- Passionate about improving Indigenous education and employment outcomes, emulating AIEF's values and inspiring a growth mindset in others;
- Knowledgeable and curious, staying up-to-date with technological advancements and innovation;
- Warm, energetic, and down to earth, with a willingness to travel as needed.

### **Benefits of Working with Us**

This is a unique opportunity to significantly impact Indigenous students' lives while working with a passionate team dedicated to social change. Work in a foundation that is helping to Change the Nation by supporting Indigenous Education and receive:

- Generous salary packaging boosting your take-home pay (max. \$15,900 general expenses + \$2,650 meals/accomm);
- An additional 7 days of leave each year to meet your personal needs;
- Prime location in Surry Hills – within walking distance to local cafés, restaurants, and Central Station;
- A vibrant and dynamic office where no two days are the same;
- Ample opportunities for ongoing training and development;
- Employee Assistance Program.

### **Application Process**

If you are ready to take on this rewarding challenge, please submit your resume and a cover letter detailing your relevant experience and vision for strategic partnerships and engagement.

Corporate Diversity Pathways has been appointed exclusively to conduct this executive search assignment. All applications will be treated in strict confidence. To make enquiries, contact Jeromine Alpe via email at [jeromine@corporatediversitypathways.com](mailto:jeromine@corporatediversitypathways.com) or by phone at +61 404 888 335.

For successful candidates, AIEF conducts mandatory probity checks which include National Criminal Record Check by the Australian Federal Police and a Working with Children Check by the relevant State and Territory Government(s).

We will be actively shortlisting during the advertising period and reserve the right to close this advert prior to the advertised date.

Join AIEF in shaping a brighter future for Indigenous students across Australia!