



UTS Position Description

UTS:PEOPLE UNIT

Position Title	Deputy Vice-Chancellor External Engagement and Partnerships (EE&P) and Vice-President
Unit/Division or Faculty	External Engagement and Partnerships Division
Position Number (if known)	
Classification	SEG 5
Date	February 2024
ANZSCO Code (HR Use Only)	1344

POSITION PURPOSE

The Deputy Vice-Chancellor External Engagement and Partnerships (EE&P), reporting to the Vice-Chancellor and President, is a member of UTS's University Leadership Team (ULT), whose members are collectively responsible for the strategic and operational leadership of the University.

This newly configured portfolio has been designed to consolidate and focus engagement activities, drive pan-university engagement, boost our brand and reputation as being good to do business with support enhanced commercial, revenue generating opportunities and partnership, with industry, donors and alumni.

The DVC provides oversight of the university's broad external engagement agenda, cultivates a collaborative and supportive environment for external engagement at UTS to occur within a framework of mutual benefit for partners and the university. The work of the DVC will anchor UTS's distinctive identity with our business and other partners and with our donors and alumni to provide a catalyst to deliver outcomes that support education and research priorities across our community.

This role is a newly created role with an expanded portfolio aimed at coordinating the resources that drive successful collaborations and partnerships across and beyond UTS to deliver outcomes that contribute directly to UTS's resources in pursuit of our education and research priorities.

ENVIRONMENT AND DIMENSIONS

- **Total UTS staff:** 3836 FTE (including casual staff)
- **Total revenue (2023):** \$1.1 billion (2022: \$1.0 billion).
- **Student enrolments:** 44,615 students, including 11,180 international students
- **Alumni:** 273,470 (not including some graduates from antecedent institutions)
- **Philanthropic fundraising:** Comprised of various levels of giving, including regular (<\$25K), major (\$25K-\$1M), principal (\$1M+) and transformative (\$10M+) gifts.

RELATIONSHIPS

Supervision

This position reports to the Vice-Chancellor and President and is a member of the University Leadership Team (ULT).

Key direct reports:

- Pro Vice-Chancellor, Business Creation and Major Facilities
- Pro Vice-Chancellor/Executive Director, Alumni and Advancement,
- Chief Marketing and Communications Office
- Pro Vice-Chancellor (Enterprise Learning)
- Director, Entrepreneurship
- Director, Strategic Partnerships

Collaboration and Communication

Critical to the success of this position is engaging internally and externally with a diverse range of stakeholders to materially progress UTS's strategic interests, financial success and progress partnerships opportunities to deliver outcomes for UTS.

As a diverse community, establishing a strong culture of collaboration, openness and alignment will be a key attribute of success in this role. A clear ability to articulate assumptions, build constituencies of support and negotiate towards tangible outcomes is essential for success in this role.

Internal

This role will work closely with other University Leadership Team members and leaders across the university to ensure collaboration, alignment and execution of strategic and operational plans across external engagement initiatives.

- Engages effectively with all members of the ULT and members of University Council
- Maintains very strong working relationships with the Provost and COO to ensure engagement activities and priorities are aligned with current and future strategic priorities across UTS
- Works closely with the DVC Research, DVC Education and DVC International (and their teams) to foster and develop partnership opportunities and revenue, leverage our extensive alumni network and connections and build a strong public profile for UTS's values, mission and vision.
- Engages with the senior staff across UTS to ensure the appropriate support, facilitation and clarity on engagement strategies and opportunities.
- Communicates and support engagement strategies, priorities and initiatives to a wide range of stakeholders and supports the delivery of goals and targets, including financial targets
- Is an active member and/or Chair of a range of relevant committees and decision-making bodies within UTS

External

- Promotes and builds UTS's engagement with industry (including SMEs and Startups) the professions, government, our alumni, donors, other universities and the wider community, both nationally and internationally
- Represents UTS effectively on a wide range of committees external to UTS involving government, industry and community organisations

MAJOR RESPONSIBILITIES

Leadership and strategic direction:

- Operate as a member of the University Leadership Team, actively contribute to the development of UTS's strategic direction, promote and engage staff in its implementation, and actively participate in the decision-making processes of the University.

Operate at an enterprise wide level and enable collaborative and boundary crossing activity and ideas exchange. Ensure strategic alignment with engagement priorities and objectives across UTS Faculties and Divisions with a clear focus on delivery of agreed outcomes

- Work with their portfolio leadership team and other teams in key support functions to ensure the vision and strategic approach, governance, structures, systems and processes are aligned to provide optimal support to the external engagement activities and their purpose(s).
This role will develop a framework for engagement across the organisation to ensure a consistent culture of purposeful engagement underpinned by the capabilities, systems and processes to support external engagement endeavours, requiring substantial relationship management and influencing skills
- Provide advice, strategic input and reporting to the Vice-Chancellor, ULT and where appropriate to UTS Council on all aspects of engagement, startups, philanthropic fundraising, alumni relations and UTS reputation.
- Represent UTS on delegations to national and overseas institutions and events as required.

Revenue development and generation:

- Oversee the design, development and implementation of partnerships, initiatives, donor campaigns and programs that drive engagement, revenue and UTS's impact to society and industry.
- Develop strong partnerships and enable a culture of engagement and philanthropy across UTS and increase income to support education and research priorities.
- Work closely with the DVC Research and DVC International, and their prospective teams, to deliver increased partnerships, revenue and impact locally, nationally and internationally.
- Cultivate external relationships and partnerships with key government, business, industry, UTS alumni and educational organisations. Effectively communicate UTS's value proposition to different external stakeholder groups. Link any opportunity back to the relevant portfolio leads and Faculty Deans, while working collaboratively to ensure success.
- Grow and increase UTS's startup ecosystem, ensure our leadership and distinctiveness in this space and increase commercial opportunities and revenue generation.
- Grow and oversee a substantial and innovative fundraising and giving program to contribute to UTS's long-term sustainability.
- Continue to grow partnerships and revenue through Enterprise Learning and work closely with the DVC Education and Students and the Faculties, focusing on focusing on courses and curriculum, with the emphasis being on business creation and partnerships to support corporate and enterprise education.
- Responsibility to ensure that UTS's leading facilities and campus are leveraged at an enterprise level and to support partnership opportunities and revenue generation.

Brand and reputation:

- Supporting the CMCO in accountability for UTS's marketing and communications strategy, including tracking and benchmarking performance to promote and advance our reputation and profile. Ensure our Distinctive Identity and achievements are communicated to targeted audiences and enhance our engagement and philanthropic priorities.
- Supporting the ED/PVC (Advancement and Alumni) in UTS's relations with its alumni, domestically and overseas, to build long-term alumni involvement and support to raise funds and expand the new paradigm of lifelong learning for UTS alumni. Develop, articulate and communicate a clear advocacy and donor value proposition for the UTS community, donors and potential donors

- Promote the UTS brand and ensure UTS’s values are effectively communicated and represented in its external engagement endeavours
- Provide strategic oversight and governance support to UTS’s radio station 2SER in partnership with Macquarie University ,and acts as a co-Chair of the board for 2SER

Culture and performance:

- Engender a high performance culture in the Division through setting objectives, stretch targets, behavioural standards and managing staff against them. Ensure that staff are equipped and supported to deliver partnership outcomes by having access to the capabilities, processes and systems that they need and that roles and responsibilities are clearly understood within the Division and across the organisation.
- Foster and drive a culture of engagement, business creation and philanthropy across UTS and engage the entrepreneurial energies of UTS staff, volunteers and its broader community to support fundraising. This will require a deep understanding of UTS culture and the ability to influence and shape it.
- Build and develop engagement capability across UTS and its broader community. Encourage innovation and collaboration in securing enhanced engagement with partners, donors and prospects.
- Build networks across UTS to drive and deliver outcomes beyond direct reporting lines and the Division.

POSITION CHALLENGES

- To drive change in a highly dynamic, complex, competitive and global educational environment
- To collaborate with other members of the ULT to identify and develop synergies between external engagement strategies and priorities and research and teaching and learning priorities
- To promote a culture of external engagement, partnership, fundraising and collaborative effort across discipline areas and functional boundaries so that UTS is responsive to changing demands and opportunities. This involves a high level of engagement and interaction with the Deans and other members of faculties

AUTHORITY

The DVC External Engagement and Partnerships has substantial autonomy and delegated authority. However, critical to success in this role is the ability to coordinate networks and effect outcomes beyond their direct reporting line or division. It is expected that the DVC will work closely with, and advise the Vice-Chancellor, the Chancellor, ULT and other senior leaders on current and future issues related to external engagement, philanthropic, alumni and brand strategies, initiatives, relationships and compliance.

UTS Capabilities for the Role

Pipeline	Leading Leaders				
Category	Leading Strategically	Collaborating and Engaging	Leading Teams	Presence and Awareness	Leading Performance
Capabilities	Thinks Strategically	Encourages Collaboration	Manages Vision and Purpose	Influences Others	Demonstrates Business Acumen
	Roles Models Organisational Agility	Leads with Political Awareness	Builds Teams	Leads with Ethics and Integrity	Focuses on Client

HEALTH, SAFETY AND WELLBEING

- It is a condition of employment that all staff, supervisors and managers understand and comply with their HSW responsibilities as outlined in the [UTS Health, Safety and Wellbeing Policy](#).

RECORDS MANAGEMENT

It is a condition of employment that all staff, supervisors, managers, and staff appointed in formal records contact roles, understand, and comply with their information management responsibilities as outlined in the [UTS Records Management Policy](#) and [Privacy Policy](#).

ORGANISATION CHART



UTS KEY SELECTION CRITERIA

UTS:PEOPLE UNIT

POSITION: Deputy Vice-Chancellor External Engagement and Partnerships

FACULTY/UNIT: External Engagement and Partnerships Division

Skills and Attributes

- Exceptional leadership skills including high-level interpersonal, negotiation, influencing and communication skills
- Demonstrated track record in bringing teams and groups together to build a shared vision and the strategies and activities to achieve impact and drive revenue
- Demonstrated ability to effectively develop, drive, implement and deliver strategy and initiatives in a large, diverse organisation
- Demonstrated ability to deliver outcomes (including financial outcomes) of mutual benefit to the university and external partners that support the mission of the university
- Advanced strategic problem-solving skills including the ability to contribute new ideas and critically evaluate systems and processes in support of the delivery of priorities and outcomes
- Ability to drive and lead cultural change in a way aligned with the values of UTS

Knowledge

- Demonstrated business and commercial acumen, which may include philanthropic engagement, business development or other forms of fundraising experience
- Understanding of current issues affecting the higher education sector and other relevant sectors of interest to UTS
- Extensive knowledge and understanding of contemporary institutional, national and international contexts for industry-oriented strategy development and proven track record in strategy development, economic development, philanthropic giving or industry development

Qualifications

- Academic qualifications at postgraduate level are desirable. Appointment as a professor or an industry professor will be considered depending on qualifications and relevant experience.

Experience

- Experience in successfully leading a portfolio in a large and complex organisation
- Demonstrated expertise in engagement, outstanding communication, negotiation and influencing skills with the ability to build relationships with key internal and external stakeholders that result in measurable benefits and outcomes for UTS.
- Demonstrated track record in successfully envisaging and implementing strategy and initiatives, particularly those related to securing funding and resources to support new and existing education and/or research related business, or a similar track record in another related sector
- Familiarity with or experience in the marketing of higher education
- Demonstrated track record in driving change, promoting effective ways of working across a large organisation and engaging others in a vision and direction in a collegiate leadership and management style
- Experience in developing effective relationships and networks across a wide range of cultural, social and economic contexts