

Pint of Science Australia is run entirely by volunteers. All roles in the organisation are unpaid.

## Strategic Relationships Manager

### **Purpose of the Role:**

The Strategic Relationships Manager is responsible for developing and managing relationships with key stakeholders, including potential sponsors, partners, and collaborators. This role plays a crucial part in ensuring the financial sustainability and growth of Pint of Science Australia, as well as expanding its reach and impact within the science engagement community.

### **Position in the Organisation:**

Reporting to the Director of Strategy and Policy, the Strategic Relationships Manager works collaboratively with members of the Leadership Team and external stakeholders to drive strategic partnerships to support the financial and strategic functions of Pint of Science Australia. Their direct reports include Strategic Relationship Officers. The Strategic Relationships Manager is part of the Leadership Team. They are invited to attend fortnightly Leadership meetings and may, on occasion, deputise for the Director of Strategy and Policy as required. In addition, the Strategic Relationships Manager is expected to attend regular update meetings with the Director of Strategy and Policy.

### **Key Responsibilities:**

- Identify and pursue opportunities for new strategic relationships and nurture these relationships with potential partners and sponsors, including academic institutions, research organizations, industry partners, and more.
- Collaborate with the Leadership Team to identify partnership opportunities that enhance our offerings and to ensure successful delivery and implementation of partnership agreements.
- Develop a comprehensive sponsorship strategy and create tailored proposals to secure financial support.
- Develop documentation and reporting of partnership outputs and outcomes for strategic partners and the Leadership Team
- Maintain a database of partners, sponsors, and prospects, tracking interactions and key engagement details.
- Build and maintain a supportive, inclusive, trusting, and collaborative team culture, through clear communication, integrity, and accountability, and through developing and fostering the leadership capabilities of team members.

### **Expected time commitment:**

3 to 5 hours per week, some of which will need to be during normal working hours.

### **Term:**

This position is being filled for one Pint of Science Australia season, until July 2024. This Term may be extended upon mutual agreement between the incumbent and the Director of Strategy and Policy.

**Key Selection Criteria:**

- Strong leadership skills and ability to work effectively with a range of internal and external stakeholders
- Strong communication, negotiation, and relationship-building skills.
- Strategic thinking and analytical ability to assess complex issues and develop practical solutions.
- Supervision of team management experience.
- Passion for promoting science engagement and advancing the Pint of Science AU's mission.

**Desired Skills:**

- Ability to think strategically and translate strategies into actionable plans.
- Experience in developing and managing strategic partnerships with diverse stakeholders.
- Familiarity with volunteer management best practices and the legal and ethical considerations in the nonprofit sector.

If you feel you meet the requirements of the role, please apply by sending through your CV and a covering letter addressing the key selection criteria to [partnerships@pintofscience.com.au](mailto:partnerships@pintofscience.com.au).