

Position Description

Strategic Partnerships Manager

National Team – Leadership Role

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

Purpose of the Role

The Strategic Partnership 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

With guidance from the Director, Strategy and Policy, the Strategic Partnership 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 Partnership Officers.

The Strategic Partnership Manager is part of the Leadership Team. They are invited to attend fortnightly Leadership meetings and may, on occasion, deputise for the Director, Strategy and Policy as required. The Strategic Relationships Manager is expected to attend fortnightly meetings with the Director, 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.
- Develop a comprehensive sponsorship strategy and create tailored proposals to secure financial support whilst working with other members of the Leadership Team to ensure the successful delivery and implementation of partnership agreements.
- Maintain a database of partners, sponsors, and prospects, tracking interactions and key engagement details.
- Develop documentation and reporting of partnership outputs and outcomes for strategic partners and the Leadership Team.
- Build and maintain a supportive, inclusive, respectful, 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 (July of the current year, until end of June the following year). This term may be extended upon mutual agreement between the incumbent and their supervisor.

Key Selection Criteria

Essential

- 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.
- Team management experience.
- Passion for promoting science engagement and advancing the organisation's mission.

Desired

- Familiarity with volunteer management best practices.
- Familiarity with legal and ethical considerations in the nonprofit sector.

Application Process

If you feel you meet the requirements of the role, please apply by sending through your resume and a cover letter addressing the key selection criteria to:

Lisa Owens (she/her)

Director, Strategy and Policy

Partnerships@pintofscience.com.au

