

DIRECTOR
AGSM Career Development Centre
Australian Graduate School of Management
UNSW Business School

- **Join the Senior Leadership team of the Australian Graduate School of Management**
- **Formulate and lead implementation of AGSM's career development strategy**
- **Use your extensive Leadership and People Management experience**

The **UNSW Business School** at UNSW Australia is one of the largest Business Schools in Australia with over 15,000 students, 550 academic and professional staff and over 75,000 alumni and partners. The School is regionally engaged, high impact and academically rigorous business school that enhances practice through leading edge research.

Within UNSW Business School sits **the Australian Graduate School of Management (AGSM)**. The AGSM provides postgraduate management education programs and courses that service the needs of industry in terms of general management and leadership development – delivered as award programs or executive education short courses.

About the role

The **Director of AGSM Career Development Centre** is a member of AGSM's Senior Leadership Team (SLT), with specific responsibilities for **leading the placement and career transition services** across AGSM award programs. In doing this the incumbent will **understand best practice careers learning** and be able to **develop external relationships** that contribute to AGSM's value proposition.

Key Responsibilities:

- As part of the SLT contribute to the overall strategy of the AGSM
- Formulate and lead implementation of AGSM's career development strategy
- Maintain a strong and open working relationship with the Business School's career staff and across the University
- Develop and maintain strong relationships with industry, government and the wider community for the dual purpose of enhancing graduate placement and increasing external relations opportunities at the AGSM
- Lead and motivate the career development centre team, including performance management, professional development and effective team functioning
- Work in partnership with AGSM business units to recruit highly talented MBA candidates with a consideration of future placement potential, as well as provide leads for executive education
- Effectively engage with AGSM Alumni to ensure high participation in all events and to encourage them to identify national, regional and global employment opportunities

About you

- Ideally, you will hold Postgraduate degree in a relevant discipline with at least 8 years' experience in a career's role
- Demonstrated Leadership experience and a successful track record of people management
- Demonstrated successful experience in the development and delivery of placement and career development services in a university or corporate or equivalent environment
- Linkages in key sectors employing AGSM graduates
- High level interpersonal, leadership, management and negotiations skills
- High level organisational management skills and a thorough understanding and experience in project management
- Excellent written and oral communication skills, including demonstrated negotiation and conflict resolution skills

Please submit your resume and cover letter (addressing the selection criteria outlined in the Position Description) via our online application form. Please note all attached documentation must be in pdf format.

Please disable any pop-up blockers in your browser before downloading the Position Description Document.

Contact:

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Talent Acquisition Consultant

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UNSW aspires to be the exemplar Australian university and employer of choice for people from diverse backgrounds. UNSW aims to ensure equality in recruitment, development, retention and promotion of staff, and that no-one is disadvantaged on the basis of their gender, cultural background, disability, sexual orientation or identity. We encourage everyone who meets the selection criteria to apply.