



## **Role Profile: Manager Business Development**

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### **Our Vision**

DKA's vision is a stronger desert and remote Australia.

### **Our Purpose**

#### **Demonstrating the value of desert and remote Australia**

We are based in a vibrant place where the oldest living cultures on the planet thrive; where the people are resilient and innovation is a way of life. Desert and remote Australia is unique and we share that value with the world.

#### **Connecting people, knowledge and opportunities**

Desert and remote Australia and its knowledge base is a big place to navigate and DKA can be a guide. We create meaningful connections by bringing ideas and resources together.

#### **Looking to the future**

We innovate and incubate. We seek opportunities to grow ideas into realities, creating lasting, positive change.

### **Our Values**

#### **Work together**

We build high-performing and positive teams, and we bring our commitment to teamwork into our external relationships and networks to maximise our shared impact.

#### **Be creative – innovate!**

We approach our work with creativity and innovation; we engage with possibilities and new ideas, creating an agile and responsive organisation.

#### **Stay focused**

There are many different things we could do; we are focused and engage purposefully with everything we do.

#### **Come from strength**

We work with our strengths and the strengths of those we engage with to create positivity and growth. We live and work across languages and cultures and use that experience as the foundation of our work.

#### **Knowledge is powerful**

We have a role in collecting, curating and sharing the knowledge that exists in desert and remote Australia.

## About the role

The Manager Business Development is a member of the DKA Strategy and Operations team. This role is responsible for the development and implementation of strategic projects that sit under two of DKA's Strategic Focus Areas - Desert Knowledge Precinct and Desert Leadership.

Working directly with the General Manager Strategy and Operations, this is a full-time position based in Alice Springs, Northern Territory at the Desert Knowledge Precinct. At times, inter and intra-state travel may be required.

### **Required qualities and experience**

1. Experience converting opportunities into tangible projects
2. Experience delivering defined and managed projects within set timeframes and budgets
3. Ability to critically analyse contracts and agreements
4. Ability to break through problems and weigh up options to identify solutions; explore possibilities and creative alternatives
5. Communicate with influence
6. Cultivate relationships through network engagement, Precinct tours and strategic events
7. A Northern Territory driver's licence or ability to obtain one

### **Desirable qualities and experience**

1. Project management qualifications

## The Way We Work

DKA has established a way of working that provides employees with three important aspects of a satisfying job: structure, movement and opportunity. The mix of the three aspects is dependent on the role, the individual, and the timing. Your manager will work with you to find a balance that works for you.

### **Your structural role 80%**

We recognise that structure is important. All DKA employees work within a team led by a manager. This provides employees with the stability of a team and manager, and ensures that our core functionality requirements are met. You report to the General Manager Strategy and Operations.

### **Your accountabilities:**

- Establish and foster stakeholder relationships across different program areas
- Actively seek funding opportunities, manage funding agreements including budgets and reporting
- Develop and implement strategic projects in the focus areas of:
  - Desert Knowledge Precinct and
  - Desert Leadership
- Ensure that the Projects team are working well together and delivering on their projects and targets
- Provide support to the Precinct Development Committee

### **Your movement role: 10%**

It's important for employees to understand the wider context of DKA, and to have the opportunity to work beyond their team and direct role. We recognise that people have capabilities beyond the



core functions of their role, and that's why part of your role will also be providing your capabilities across the organisation.

**Your accountabilities:**

- Support DKA to improve project management systems and skills
- Work across the organisation to identify and grow opportunities for the development of the DKP

**Your opportunity role (or, choose your own adventure!): 10%**

DKA values innovation. Our ever-changing environment requires agility and creativity that cannot be fulfilled within a traditional hierarchy.

We want all employees to have the space to pursue their ideas, collaborate on challenges, showcase their capabilities and learn new skills. That's why each employee has 10% of their time allocated to opportunity – time to form teams with other employees, outside of the hierarchy, to collaborate on ideas and special projects.

You may spend this time developing a new program idea, planning and delivering a major event, contributing to the completion of a one-off body of work, the startup phase of a new initiative, or something else that's going to stretch you creatively and professionally, and help us achieve our vision. The desert is your oyster!

## **Accountability**

At DKA we respect each person's strengths and experience – as part of a dynamic organisation, you will self-manage your work and use initiative. There will be times when you will take the lead on work and times when you will be part of projects outside of your core role.

You report to the General Manager Strategy and Operations and will have accountability to the others you are working with on non-core projects.

## **How to apply**

Tell us a story that demonstrates your suitability for the Business Development Manager role. Please provide a cover letter and detailed CV addressed to:

Dr. Melodie Bat  
General Manager Strategy and Operations  
Desert Knowledge Australia

Submit via email to [info@dka.com.au](mailto:info@dka.com.au)

Please contact Dr. Melodie Bat on 0427 226 561 with any enquiries.

**Applications close COB: Friday 8<sup>th</sup> February 2019**