

# Partnerships Director Robogals Asia Pacific



## Robogals

Robogals is an international, not-for-profit organisation that aims to inspire, engage and empower young women into engineering and related fields. This is achieved through fun and educational initiatives aimed at girls in primary and secondary school across the world. Since its inception in 2008, Robogals has engaged over 90,000 girls around the world. Find out more at [www.robogals.org](http://www.robogals.org).

## The Role

Robogals is seeking an individual to join our team as the Asia Pacific Partnership Director. Industry partners are an invaluable part of our organisation, and essential to support and grow our activities across the region.

Our Partnerships Director is a representative for Robogals Asia Pacific to the industry in Australia and the wider region. This is a managerial role where you lead partnership managers, assist in liaising with potential and prospective partners, and working on key partnership projects to grow our partnership portfolio and our current processes.

The successful candidate will be an individual passionate about the Robogals mission who shares the organisation's values (see [www.robogals.org/about/about-us/](http://www.robogals.org/about/about-us/)) and has the ability to lead, communicate professionally and use initiative. Please note this is a voluntary role.

## Responsibilities

The Partnership Director reports to the Asia Pacific Regional Executive Officer (REO) and is responsible for:

- Overseeing the partnership team in building our partnership base, creating agreements, and ensuring that current agreements and obligations are being met.
- Engaging with partnership managers on their tasks and provide suggestions on any next steps.
- Arranging partnership team meetings and be actively involved in phone calls with current and potential partners.
- Representing the partnership team in whole APAC regional team meetings and correspondence.
- Working with other areas of the regional team to coordinate projects that involve obligations.
- Improving internal processes with the partnership team.
- Improving internal collaboration with Chapter Partnership Managers.

Although a voluntary position, the successful candidate will have opportunities to gain leadership experience in an international organisation, develop soft skills, attend the Robogals APAC annual conference, and attend industry partner events on the invitation.

## Skills Required

The successful candidate should possess:

- Excellent organisational skills
- Strong time management skills and the ability to multi-task.
- The ability to take initiative to improve or develop processes and strategies.
- Professional communication skills, with a willingness to maintain engagement with the industry, partnerships team and APAC team over time.
- Past experience working in the partnerships space or with industry is desirable, but not required.

## Application Process

To apply please email Emily Lok (Regional Executive Officer, Robogals Asia Pacific) on [emily.lok@robogals.org](mailto:emily.lok@robogals.org) with the following:

- Cover letter which details your passion towards the Robogals mission, why you are interested in this role, and why you would be successful in this role.
- Your CV (max 2 pages)

Applicants for this position will be reviewed based on their passion towards the organisational goals, interest in the position, and the required skills outlined.

Applications will be accepted on a rolling basis and will close at **11.59 pm AEDT Sunday 29th of November**. Please don't hesitate to address all questions to Abraham Irhia (Partnerships Director (outgoing), Asia Pacific).

<b>Job Title:</b>	Deputy Regional Executive Officer, Robogals Asia Pacific (Partnerships Team)
<b>Reports To:</b>	Partnerships Director, Robogals Asia Pacific
<b>Employment Basis:</b>	Casual, volunteer role (approx. 8 -10 hours per week on average)
<b>Term:</b>	Minimum term of 1 year, preferably 2.
<b>Location:</b>	Anywhere with a strong internet connection within the Asia Pacific (Australia and/or access to a major state capital CBD is preferred.).