



Position Description

We deliver emotionally engaging programs and provide evidence-based, practical strategies to build resilience

Position Title	Schools Partnership Manager (VIC)
Status:	Full Time
Location:	Melbourne, VIC

A bit about us....

The Resilience Project (TRP) delivers emotionally engaging programs to schools, sports clubs and businesses, providing practical, evidence-based, positive mental health strategies to build resilience and happiness.

We have delivered programs to over 1000 schools around the country and worked with many elite sporting teams including the Australian cricket, netball and soccer teams, NRL and AFL clubs.

Through presentations, wellbeing journals, school curriculum, teacher diaries and our App, we seek to help all Australians become mentally healthy.

What does the role look like?

To meet the growing need for school wellbeing programs and demand for TRP curriculum across Australia, we are seeking a motivated, enthusiastic and passionate educator to support the growth of our School Programs in VIC.

The Schools Partnership Manager will be the key link with schools and support program implementation and delivery. The role will also facilitate workshops with teachers to build knowledge and capacity.

Through this role, the Schools Partnership Manager will have a unique opportunity to positively impact the mental health and wellbeing of thousands of students and whole school communities.

What type of person are we looking for?

- Someone who will live the values of TRP, being Humble, Inclusive, Passionate and Professional and Curious
- Strong interest in mental health and passion for helping people
- Able to build great relationships with a diverse range of people
- Can-do attitude and loves a challenge!
- Willing to travel to regional and interstate locations

What will you be doing?

<p><i>Presentations and Workshops</i></p>	<ul style="list-style-type: none"> • Plan, deliver and facilitate all key touchpoints with assigned Partnership Schools, including welcome meetings, ‘TRP in Action’ Professional Development sessions and wellbeing data workshops (in person and via phone/Zoom) • Lead additional presentations or workshops, including Teacher Wellbeing, student digital presentations, and other sessions as needed
<p><i>Relationship Management</i></p>	<ul style="list-style-type: none"> • Build strong relationships and provide ongoing support to key contacts at Partnership Schools to enable best-practice program implementation • Maintain relationships with key program partners, including Product Dynamics and Resilient Youth Australia
<p><i>Program Operations</i></p>	<ul style="list-style-type: none"> • Support the onboarding process for all new schools commencing the Partnership Program • Manage the school retention process from year to year • Provide regular communications to all schools in the form of newsletters, key events and tailored guidance • Support the resource ordering process for Partnership Schools each year • Work with the Education Team to support the curriculum review process • Support the operations of TRP’s digital platform “Teachable”
<p><i>Team Participation</i></p>	<ul style="list-style-type: none"> • Collaborate with the broader education team to ensure consistent, high quality program experience and impact • Support other School Partnership Managers and the wider Education Team with key tasks and projects as needed • Demonstrate a strong commitment to continuous improvement and outstanding customer outcomes

General	<ul style="list-style-type: none">• Assist with the organisation of key organisational events including Public Talks and Teacher Seminars• Attend events as required (this may require some after-hours work)
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What skills/experience are we looking for?

- 3+ years of experience working in a school setting. Leadership experience is preferred but not essential
- Excellent stakeholder management skills and the ability to develop capacity in the teachers responsible for program implementation
- Strong presentation skills and ability to deliver to a range of audiences, particularly other teachers and educators
- High level oral, written, and interpersonal communication skills and demonstrated ability to effectively collaborate and communicate with a range of people
- Strong organisational skills, the capacity to successfully manage competing priorities, maintain attention to detail and meet deadlines
- Well-developed strategic thinking, problem solving and decision-making skills
- Proven ability to use initiative and work autonomously as well as working productively as part of a team
- Strong understanding of the Australian and VIC curriculum frameworks