



MANAGER – EDUCATION AND INDUSTRY SKILLS

The Boating Industry Association of Victoria (BIAV) is the Voice of the Marine Industry. Whilst supporting and representing direct members, the BIAV also supports the state's 200,000 registered boat owners and 430,000 marine licence holders. BIAV focus areas include boat show delivery, government related advocacy, boating promotion, member servicing, education/industry development, and governance.

In terms of supporting industry and members, the area of education/industry development is of utmost importance.

To that end, BIAV seeks to appoint t a **Manager – Education and Industry Skills**. This will be a senior and integral role, reporting to the CEO, working with a dedicated committee, and liaising with members and other educational stakeholders.

The key aspects of the role will be to -

- Improve the pathway, recruitment and retention of apprentices
- Identify and address industry needs in relation to, skills and workforce shortages
- Liaise with the TAFEs, Institutes, LLENs, SBATs, and various government departments
- Assist members with resourcing and skills shortfalls
- Advise and lead with regard to the potential establishment of a marine industry training Centre of Excellence/Academy

If you'd like to be considered for this position please provide a covering letter and two/three page CV to BIAV CEO Steve Walker at steve@biavic.com.au

Please phone Steve on 0466 918368 if you'd like a confidential discussion about the role and your application.

Do not delay. This position will be filled when the right candidate is found.

POSITION DESCRIPTION

Position: Manager – Education and Industry Skills

Employee's Name: Vacant

Date revised: December 2022

Reports To: CEO

Objective of position:

To identify and address industry needs in relation to –

- Apprentice recruitment, pathway and retention
- Skills and workforce shortages
- TAFE, Institute, and Education Department liaison
- Member resourcing/staffing
- Skills, Innovation and industry improvement

Responsibilities:

- Plan for and deliver Boating Industry Hubs at Career Expos
- Plan for and deliver Industry Immersion Days at boating/marine industry locations
- Plan for and deliver Industry Tours for small groups
- Plan for and deliver Boating Industry Careers Hub (Marine Jobs) at major events
- Attend career advisors forums/breakfasts, and profile the boating industry and its careers
- Manage the Apprentice of the Year awards
- Develop relations with the main apprenticeship providing TAFEs related to marine jobs
- Address any TAFE related shortcomings or industry advised challenges
- Explore BIAV involvement in the delivery of the Sea Safety Survival course
- Lead BIAV's component of the government funded, multi-agency WTIF project in relation to trimming, textiles, and upholstery. This will include liaising with the other agencies (eg caravan), Holmesglen and government. As well as working with industry to best address marine trimming needs.
- Advise and lead with regard to the potential establishment of a marine industry training Centre of Excellence/Academy

General

- Attend main BIAV events and when required provide education updates. These include the AGM and other general meetings, the Boat Show, member visits, road shows and issue specific gatherings.
- Support all membership development related initiatives
- With colleagues, manage member relations

Competency:

- Knowledge and experience with regard to the TAFE and education sector
- Boating industry expertise and knowledge
- Marine related apprenticeship knowledge
- Excellent writing and reporting skills
- Ability to advise, educate and influence
- Self-motivation
- Time management

Remuneration:

Subject to experience and overall skills

Signatures:

By the employee:

By BIAV: