

Job Description



Position Title	Research Development Manager, CliniKids	Level	C
Reports to (role)	Head, Autism Research	Career Stream	Professional
Team	Autism Research		
Location	CliniKids, 100 Roberts Road, Subiaco		

PURPOSE OF POSITION

The Research Development Manager will drive strategic growth, funding, and partnerships for the COMPASS program – a Western Australia based national initiative supporting autistic children and their families through personalised navigation and support. This role will focus on expanding the program's reach, securing sustainable funding, and positioning COMPASS for national and international impact. This role will also collaborate across the CliniKids team to align business development with a clinical service, research, training and operational goals, contributing to strategic planning and program evaluation.

KEY RESPONSIBILITIES

Key Responsibilities	Tasks required to achieve Key Responsibilities	Measures
Strategic Growth	<ul style="list-style-type: none"> Identify opportunities to expand COMPASS across Australia and internationally. Adapt the model for broader populations and service contexts. Develop strategies to ensure the sustainability of the program. Maintain oversight of Program risks and mitigation strategies and implements as required. Explore scalable solutions for the Program such as training, accreditation, digital platforms, and assessment tools. 	<ul style="list-style-type: none"> Sustainability of the Program. Risks mitigated.
Partnership Engagement	<ul style="list-style-type: none"> Manage and develop new and existing partnerships with government, philanthropic organisations, professional bodies, and community stakeholders to co-develop initiatives and amplify program impact. Oversee stakeholder engagement strategies to ensure the community are regularly engaged with the program via effective communication activities and reporting. 	<ul style="list-style-type: none"> Formal and informal feedback from stakeholders. Successful engagements with collaborators and project partners. Awareness and reputation of Program in the broader community.

	<ul style="list-style-type: none"> Actively engage the team within the Institute and wider community. 	
Financial Diversification	<ul style="list-style-type: none"> Identify grant opportunities and philanthropic engagement. Support the preparation of applications for funding. Build business case development to ensure long-term sustainability. 	<ul style="list-style-type: none"> Feedback from funding agencies. Number of grants and philanthropic engagements.
Leadership	<ul style="list-style-type: none"> Monitor the allocation and direct the resources within the team to ensure the achievement of deliverables articulated within applicable Work Plans and identified projects, whilst maintaining a high level of service for business as usual activities. Be a role model for effective and positive leadership which is ethical, inclusive, results driven and future-oriented. Lead by example by demonstrating behaviours that are respectful, promote equity and inclusion for all and work towards eliminating direct or indirect forms of discrimination. Foster a culture of transparent, effective, timely and appropriate internal and external communication. Effectively manage change management processes, encouraging innovation, diversity and continuous improvement. Support the professional development of staff through coaching, mentoring, training and collaboration opportunities. 	<ul style="list-style-type: none"> Staff understand and embrace organisational culture, directions, goals and client service ethos. Staff are aware of their responsibilities and expectations in their roles. Staff feel supported, engaged and safe to raise concerns.
Workplace Safety	<ul style="list-style-type: none"> Take reasonable care for your own safety and health and avoid harming the safety and health of others through any act or omission at work. Identify and assess workplace hazards and apply hazard controls. Report every workplace injury, illness or near miss, no matter how insignificant they seem. Abide by The Kids Research Institute policies and procedures. 	<ul style="list-style-type: none"> Responsibilities are embedded in work practices. Hazards are effectively managed or reported. Accidents and incidents are reported in a timely manner. All applicable safety policies and procedures are sought, understood and implemented.

ESSENTIAL CRITERIA

Qualifications:	A tertiary qualification or experience in a relevant discipline (e.g. management, business development, health, disability).
Essential Skills, Knowledge & Experience:	<ul style="list-style-type: none"> Demonstrated research development experience within the disability sector. Excellent decision making, critical thinking and problem-solving skills.



	<ul style="list-style-type: none">• Demonstrated ability to lead, manage and work effectively in a complex and changing environment.• Superior communication skills.• Excellent time management skills.• Excellent organisational skills, flexibility and ability to set priorities and meet deadlines.• Experience in strategic planning, and the development and delivery on new processes and continuous improvement initiatives.• Strong understanding and experience in advocacy and effective influence.• Highly developed interpersonal skills with the ability to build and maintain effective internal and external stakeholder relationships.• Demonstrated passion and vision for innovative health service delivery and research.
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DIRECT REPORTS	TBD
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Approved by:	<i>Head, Autism Research</i>
Date approved:	08.09.25
Reviewed by P&C:	08.09.25