

Position Description – *Coordinator, International Pathways and Partnerships*

Drafted 08/09/2026

POSITION DETAILS

Portfolio	Deputy Vice-Chancellor (Students)
Organisational Unit	Curriculum Impact
Supervisor (Title)	Manager Transnational Education
Classification	Higher Education Officer Level 7
Employment Type	Fixed term, full-time

POSITION SUMMARY

Working under broad direction, the Coordinator, International Pathways and Partnerships leads the identification, development, establishment and strategic review of international education pathways and articulation arrangements that support student access and progression to Flinders University programs, including transnational education and branch campus offerings.

The position works collaboratively with international schools, pathway providers, education institutions, Colleges, Global Engagement, Admissions and Compliance, Marketing and Student Recruitment, and other relevant stakeholders to assess opportunities and develop pathway models aligned with University priorities, academic requirements, partnership commitments and recruitment objectives.

The position provides specialist advice on pathway design, articulation, credit and progression models; evaluates pathway and arrangement performance; and recommends opportunities for enhancement, growth or risk treatment. It establishes operational requirements for approved arrangements and coordinates their structured handover to the Coordinator, Transnational Education and Partner Services.

Success in the role requires an inclusive and collaborative approach, sound judgement, intercultural capability and a strong focus on innovation, evidence-informed decision-making and continuous improvement.

UNIVERSITY EXPECTATIONS AND VALUES

All staff at Flinders are responsible for understanding their obligations and responsibilities as set out in the University's code of conduct and are expected to:

- demonstrate commitment to the University's values of Integrity, Courage, Innovation, Excellence, and the underlying ethos of being Student Centred;
- contribute to the efficient and effective functioning of the team or work unit to meet the University's objectives. This includes demonstrating appropriate and professional workplace behaviours, providing assistance to team members, if required, and undertaking other key responsibilities or activities as directed by one's supervisor;
- promote and support an inclusive workplace culture which values diversity and embraces the principles of equal opportunity;
- perform their responsibilities in a manner which reflects and responds to continuous improvement; and
- familiarise themselves and comply with the University's *Work Health and Safety, Injury Management and Equal Opportunity* policies.

Flinders University is committed to providing a safe, respectful and inclusive environment, free from gender-based violence. Appointment to this role is conditional on the completion of required pre-employment

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checks and declarations, each of which must be satisfactory to the University. This includes a Gender-Based Violence declaration, in accordance with the National Higher Education Code to Prevent and Respond to Gender-Based Violence (2025), and a Nationally Coordinated Criminal History Check.

KEY POSITION RESPONSIBILITIES

The Coordinator, International Pathways and Partnerships is accountable for:

1. Pathway Opportunity Development

Identify, assess and progress international education pathway and articulation opportunities that support student access and progression to University programs, including transnational education and branch campus offerings, and align with University priorities and academic requirements.

2. Partnership Development and Strategic Engagement

Develop productive relationships with international schools, pathway providers, education institutions and other relevant stakeholders for the purpose of identifying, assessing, establishing and enhancing pathway and articulation opportunities.

3. Pathway Design and Coordination

Work collaboratively with Colleges, academic staff, Global Engagement, the Education Pathways team, Admissions and other relevant areas to develop, review and maintain pathway models, articulation arrangements, credit frameworks, admissions requirements and progression opportunities that support student success and pathway integrity.

4. Establishment, Approval Readiness and Handover

Coordinate the information, consultation and implementation requirements needed to establish or materially revise pathway arrangements. Define operational requirements and support a structured handover of approved arrangements to the Colleges and Coordinator, Transnational Education and Partner Services for ongoing delivery.

6. Pathway Performance and Portfolio Review

Evaluate pathway and articulation performance at arrangement and portfolio level, including student pipeline and progression outcomes, and identify opportunities for enhancement, growth, review or risk treatment. Prepare and analyse data and information from key stakeholders to support continuous improvement, planning, evaluation and decision-making.

7. Representation and Strategic Projects

Represent the University in pathway-related activities, meetings and events, and contribute to strategic projects that support international student access, pathway development and alignment across the University's international education portfolio.

9. Other Duties

Undertake other responsibilities consistent with the classification and scope of the position, as assigned by the Supervisor or the University.

KEY POSITION CAPABILITIES

- Completion of a degree with extensive subsequent relevant experience, or an equivalent combination of education, training and experience.
- Demonstrated experience developing, establishing or reviewing education pathways, articulation arrangements, partnership programs or related international education initiatives.
- Demonstrated general to broad knowledge of pathway design and student progression models in higher education, including articulation arrangements, admissions requirements, credit frameworks and international education contexts.
- Demonstrated experience building productive relationships with schools, education institutions, pathway providers, government agencies and other relevant stakeholders.
- Well developed to high level communication, interpersonal, consultation and negotiation skills, including the ability to influence outcomes and work effectively across organisational and cultural boundaries.

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- Proven ability to coordinate complex activities involving multiple stakeholders and achieve outcomes through collaboration and sound judgement.
- Demonstrated ability to interpret and apply academic, admissions, pathway-related and regulatory requirements and translate them into workable arrangements.
- Well-developed analytical and problem-solving skills, including the ability to evaluate performance, identify opportunities and risks, and recommend practical solutions.
- Demonstrated experience preparing reports and using data and evidence to support planning, evaluation and continuous improvement.
- Demonstrated commitment to inclusive practice, service excellence and the achievement of strategic objectives.
- Additional language capability relevant to the University's international education partner regions is desirable.



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