



The Connection Experts



POSITION TITLE:

BUSINESS DEVELOPMENT CONSULTANT (HOST EMPLOYER RECRUITMENT)

Unique and exciting opportunity to move inhouse to **acquire** volunteer Host Employers for a successful not-for-profit. B2B role, no candidate sourcing or matching required.

- Achievable targets, supportive team culture
- Reputable organisation with well-established networks
- Annual salary packaging (NFP FBT benefits)

This is a rare opportunity for an astute recruiter with strong Business Development and Sales Skills to move inhouse to procure new volunteer Host Employers. This is a business-to-business role with no candidate sourcing or matching required. A perfect role for recruiters who enjoy networking, marketing, and sourcing new clients or a strong Business Development professional looking to contribute to the success of young people.

ABOUT US

South West Connect (SWC) is a successful not-for-profit organisation committed to empowering young people in South West Sydney to create their own futures.

Due to growth and a dynamic environment, we are seeking an experienced professional with strong communications, marketing, sales, customer service, business development and relationship building skills. The role will focus on recruiting volunteer host employers for the workplacement coordination program and be pivotal in achieving SWC's mission of connecting young people to opportunities.



Reach out to us

Contact us if you have any questions by

 (02) 9822 9370  info@swconnect.org.au

ABOUT YOU (AND YOUR SUCCESS IN THE ROLE)

You are an experienced and highly creative business development professional who enjoys taking innovative approaches to acquiring new Employers/Clients through consultative selling and relationship management WITHOUT the candidate placement aspect.

We have a talented and highly experienced team who will manage all aspects of the candidate/student placement process once you source new Host Employers (these Employers will host Year 11 & 12 VET HSC students for one week at a time, ideally on an ongoing basis).

Host Employers value being part of the workplacement program because they get to help develop tomorrow's workforce whilst gaining access to future talent.

This service is provided at no cost to the host employer so there is no "pressure selling" involved. Resources have been developed to assist Host Employers throughout the entire process.

Previous recruitment of Employers in the Office Administration, Building/Construction and other VET HSC courses will be highly regarded.

Your established network of Employers across the Fairfield, Liverpool and Cumberland LGA's will be an advantage.

At SWC we believe a positive attitude and strong work ethic is crucial to your success, so if you don't have prior recruitment experience but can demonstrate the "Essential" and "Key" Skills required, please apply.

If you are looking for a refreshing new client facing role without the "hard sell", in a supportive team culture, this may be the ideal role for you.

WHAT WE OFFER

- Opportunity to work for an exciting, well established not for profit organisation
- Focus your efforts on acquiring new clients, not servicing candidates
- Freedom to develop and achieve in a supportive and encouraging team
- Attend networking events and build connections with a wide range of business owners and local employers
- Work for an organisation that is committed to facilitating quality workplacement opportunities for students enrolled in VET courses as part of their HSC
- Annual salary packaging (NFP FBT benefits)
- Work locally across Fairfield and Liverpool Council areas
- Full time (FTE 37.5 hours a week)
- Extra leave during school holidays negotiable

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YOUR SKILLS & EXPERIENCE

To be considered for this role; you will need to demonstrate the following:

ESSENTIAL SKILLS

- A demonstratable track record in business development, sales or customer service
- Development of professional relationships to leverage opportunities to recruit new Employers/Clients
- Ability to build remarkable rapport with colleagues and Host Employers
- A creative and professional approach to marketing and networking to generate new business

KEY SKILLS

- Strong process, organisational and time management skills
- Proficient computer skills – including Microsoft Office and Databases
- High level written & verbal English language communication skills
- Utilise marketing strategies to generate new clients (traditional and digital platforms, social media etc)
- High ethical standards in dealing with sensitive and confidential matters
- Initiative, resilience and common sense
- Ability to work methodically, accurately and autonomously
- Ability to problem solve and finalise issues in a timely manner

DESIRABLE EXPERIENCE

- Understanding of Vocational Education and Training (VET) in High School and TAFE
- Sourcing workplacement opportunities using strong Business to Business Development, sales and marketing skills
- Recruitment Agency experience across various sectors including Business Services or other VET HSC courses
- Proven experience in recruitment with emphasis on new client acquisition skills

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REQUIREMENTS

SWC is based at Bossley Park Community Centre, however, a key requirement of this role is to travel to various locations across South Western Sydney to meet with businesses and attend networking events. Therefore, you must have:

- **Current NSW Driver's Licence**
- **Daily access to your own fully insured and reliable vehicle (Kilometre allowance payable)**

The successful applicant will be required to satisfy a **NSW Working with Children and National Police Check** and **must be eligible to work permanently in Australia** and have relevant experience.

NEXT STEPS

To apply for this position please complete the following 3 steps:

- Go to swconnect.org.au/workplacement/ and read about SWC and the recruitment process
- Complete the [SWC Workplacement Recruitment Google Form](#) (all sections of the form must be completed to be considered for the role)
- Submit your Resume and Cover Letter by email to **Heather Doyon** (Workplacement Manager) info@swconnect.org.au include in the subject line reference: **WPRECRUIT2021**

Candidates who do not complete the above steps may not be considered.

Applications close 5pm Sunday 21st March. Please send your application as soon as possible as shortlisting will commence before the closing date.

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