



Terms of Reference

Deputy Director Partnerships & Performance

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| DFAT / National Remuneration Framework: | Discipline Group D, Job Level 4 |
| Counterparts: | Coordinating Ministry for Economic Affairs and other Prospera Government partners. |
| Main Work Location: | Jakarta, Indonesia |
| Reports to: | Director |
| Duration of inputs: | From 01 March 2023 – 28 Feb 2026 |
| Activity Budget: | COE |

Summary of Expertise Required

The Deputy Director Partnerships and Performance will step into an organisation with a track record of innovation and an excellent reputation built on substantial partnerships in Government research, public policy and capacity development. It is an opportunity for an experienced leader to inspire a skilled team to contribute to Indonesia's strong, sustainable and inclusive economic growth. As a member of the Senior Leadership Team, you will champion the overall project strategy and work program for Prospera. You will attract, guide and nurture a highly skilled and committed workforce to deliver on Prospera's mission and use your influence to report to and manage key sponsors and stakeholders.

Scope of Services

The Deputy Director Partnerships & Performance is a member of the five-person Senior Leadership Team responsible for strategic direction, performance, human resources, operations and a successful Prospera partnership. The position has direct responsibility for Prospera's centers of excellence with a combined budget of approximately [A\$7] million a year and [20] full-time staff.

The Deputy Director Partnerships & Performance is required to:

- Bring teams together and design strategic work plans, ensuring Prospera has a compelling purpose and ability to contribute strongly to breakthrough outcomes in Indonesia.
- Lead with an enterprise perspective and initiate measures to foster team focus, partnerships and collaboration.
- Drive strong partnerships and collaboration between Prospera Australian agencies and advisory teams, and their Indonesian government partners.



- Provide strategic oversight and direction to Prospera's centres of excellence: gender, disability and social inclusion; knowledge, performance and learning; data analytics; and public sector practice.
- Contribute to quality assurance of activities in Prospera's breakthrough areas of expanding markets, safeguarding stability and improving public finances.
- Proactively identify and monitor trends and issues to be able to provide high level expert advice and entrepreneurial thinking to the Senior Leadership Team and Indonesian senior officials.
- Share good practices, innovation, learning, and results across Prospera and amongst stakeholders, strengthening the project's implementation and development best practice.

Deliverables

The position is expected to deliver the following to the satisfaction of the Prospera Director:

- Strategic annual workplan, aligning Prospera advisory teams and Australian agencies with Prospera outcomes.
- Organisation-wide initiatives to foster team focus, partnerships and collaboration, including communities of practice, knowledge-building initiatives, systems and policy guidance.
- High-performing centres of excellence contributing to Prospera outcomes through impactful activities in gender, disability and social inclusion; knowledge, performance and learning; data analytics; and public sector practice.
- Representational activities to ensure Prospera maintains a flagship economic governance program, supporting the objectives of Indonesia and Australia.
- Effective liaison with Prospera's Australian government agencies, understanding government-to-government relationships and offering tailored support from Prospera's centres of excellence.
- Influential reporting and policy communication, enhancing Prospera's contribution to change and demonstrating impacts.

Qualifications and Experience

The Deputy Director Partnerships & Performance will have significant senior level attributes in the following areas:

- Postgraduate degree or similar experience in economics, public policy and organisational leadership.
- 15 years of experience working in government public policy development and partnerships.
- Experience in strategic planning, communication, organisational performance, and



government client relations.

- Expertise in one of more of the following areas in a development context: gender, disability and social inclusion; knowledge and performance; data analytics; and public sector practice.
- Strong skills in writing influential reports, presentations using data sets and charts, infographics, and other communication materials involving economic analysis and policy advice.
- Excellent understanding of Australian government and ability to develop good rapport with senior officials.
- Outstanding verbal communication and interpersonal skills.

Overview of Prospera

Prospera is a A\$259 million eight-year program building on two decades of Australia’s support for economic governance in Indonesia. Prospera incorporates 15 Australian Government agencies and over 150 expert advisers and program staff from diverse backgrounds. Prospera also collaborates closely with the Katalis program to realise the benefits of the Indonesia-Australia Comprehensive Economic Partnership Agreement.

Prospera’s goal is to contribute to strong, sustainable, and inclusive economic growth in Indonesia through three breakthrough outcomes:

- **Expanding markets creating jobs:** Building a robust private sector that creates more high value jobs.
- **Safeguarding economic and financial stability:** Ensuring a strong foundation for sustainable and inclusive growth.
- **Improving public finances and government performance:** Enabling a modern, effective and responsible public sector.

Underpinning these breakthrough areas are three enablers: capable and coordinated institutions that support Indonesia’s development transition; gender equality and disability inclusion are advanced; and government of Indonesia and Australia partnerships strengthen.

Prospera commenced in March 2018 and will conclude in February 2026.

The following standard requirements apply for all Prospera team members:

| Confidentiality | Conflict of Interest |
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| Due to the sensitivity of much of the information the position will encounter, there is an obligation, pursuant to the contract of engagement to maintain full confidentiality of information and to not disclose this to third parties without the express written approval of | The team member will use her/his best endeavours to ensure that a situation does not arise which may result in a conflict of interest. Where a conflict of interest or a potential conflict of interest arises in the performance of the obligations under this Terms of Reference, |



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| <p>Prospera. In some cases, a separate confidentiality agreement may be required authorising the review of sensitive material.</p> | <p>the team member must immediately notify the Chief of Operations</p> |
| <p>Knowledge and Performance</p> <p>The team member will support Prospera's Knowledge and Performance team through reporting and communication products for knowledge capture and learning purposes. The team member will also support monitoring and evaluation through the supply of high quality data, participation in data collection methods and case studies that may arise from the inputs.</p> | <p>Diversity and Inclusion</p> <p>Prospera recognises the importance of embracing workplace diversity, specifically valuing the unique qualities, attributes, skills, and experience all employees bring to the workplace. Prospera is committed to supporting a positive work environment based on respect. These values should be reflected in the function and behaviour of all team members.</p> |
| <p>Code of Conduct</p> <p>The team member is to conduct themselves in a manner consistent with the <i>Public Service Act 1999</i> (Cth), (including the Australian Public Service Values and Employment Principles, and Code of Conduct) and the employer's professional standards.</p> | <p>Policy Compliance</p> <p>The team member will work within Department of Foreign Affairs and Trade policy and Prospera guidelines on gender, child protection, poverty, the environment, human rights, and governance</p> |