



Unit Manager

Tattarang is one of Australia's largest private investment groups and is owned by the Forrest family. Our investment portfolio spans across agri-food, energy, resources, property, hospitality, sport and entertainment. The group is made up of six business divisions: Fiveight, Harvest Road, SFM Marine, Squadron Energy, Wyloo Metals and Z1Z. We believe in investing for growth and pursue opportunities in both the listed and unlisted space with a long-term investment horizon.

Minderoo Foundation is a modern philanthropic organisation. We take on tough, persistent issues with the potential to drive massive change. We incubate ideas and accelerate impact. We push the limits of what is believed possible. Minderoo Foundation is independent, forward thinking and seeks effective, scalable solutions. We are proudly Australian, and one of Asia's largest philanthropies, with AUD \$2 billion committed to a range of global initiatives. Our team comprises over 150 employees across seven locations.

About the role

Based in our iconic offices on the Swan River, this role delivers functional expertise as part of a joint team where business and philanthropy intersect. The role is responsible for supporting the Communications Team in the Project Management of team workflow and major projects. You will work closely with the Directors to keep projects aligned and on target, engage with key stakeholders and manage team operations. This role will also help foster the cultural development of the team. You will be responsible for managing an ambitious planning schedule and will work closely with the Directors and Communications Team to implement new systems and procedures to maximise team efficacy. You will track and support completion of team responsibilities and ongoing list of priorities, reporting on progress, challenges and opportunities, and jumping in to help where needed.

About you

To be successful in this role you will have 6+ years of professional experience working in fast-paced environments, adept at juggling multiple priorities, calm under pressure, adaptable, persistent and efficient. You will have impeccable organisational and project management skills and zealous attention to detail. Knowledge of integrated marketing campaign process is required. Experience with production, advertising and media agencies preferred.

Next Steps

Please attach your resume and a short paragraph highlighting your relevant expertise.

Tattarang and Minderoo Foundation embraces Equal Opportunity and promotes diversity. We actively encourage Aboriginal & Torres Strait Islander people, men and women of all backgrounds, ages, sexual orientation, and People with Disability to apply.