

Introducing: Sarah Collyer-Braham

Masters in Project Management (in progress)

Certificate IV in Workplace Training and Assessment (in progress)

Master of Applied Science (2003)

Bachelor of Biological Science (2000)



Sarah's career purpose is to contribute her skills, knowledge and experience through the development of positive, beneficial initiatives, partnerships and projects in innovative and exciting environments.

Sarah has built a strong reputation for being a quick thinker and an avid problem solver with a global perspective. She is an engaged, passionate and committed individual with a strong work ethic who thrives on creativity, innovation and the opportunity to apply her knowledge, skills and experience. Sarah enjoys being inspired by the people and environment around her.

Areas of Experience

Sarah can provide support by employing her exceptional skills in the following areas:

- Development of practical and sustainable solutions to address key challenges
- Excellent communications skills including negotiation and liaison skills with people from diverse linguistic and cultural backgrounds
- Exceptional stakeholder engagement and relation management skills
- High level experience in project management, from idea inception and development to coordination, deliver and evaluation
- Knowledge and understanding of financial management principles
- Strong service orientation with exceptional customer service skills

Project Management Support Experience

Industry	Project	Description
Education	Research and innovation	<ul style="list-style-type: none"> Project lead on strategic internal and external projects, including the analysis of initial concepts, scoping, implementation and review of initiatives, preparing of submissions, business cases and proposals Key role in maintaining effective networks on behalf of the Deputy Vice Chancellor and developing effective working partnerships with senior staff within the University, including informing strategic decision making at the University level
Education		<ul style="list-style-type: none"> Project lead to develop and deliver a Professional Certificate for research administrators over a six-month period, including ensuring appropriate project governance and documentation
Education	Student Mobility – Division of Business	<ul style="list-style-type: none"> Project lead in the planning and development short term study opportunities for students in offshore locations with an academic and skills development focus, securing \$43,000 of funding from the Australian Government to provide scholarships for every student selected to participate in the inaugural tour
Education	International Coordinator - Compliance	<ul style="list-style-type: none"> Provision of technical advice and expertise to advise policy development, strategic planning and establishment of best practice in the area of ESOS compliance and international students Coordination and conduct of audits to ensure effective and sustainable systems and processes supported best practice
Education	Global Experience	<ul style="list-style-type: none"> Project lead in the Initiation, proposal, implementation and continuous development of the Global Experience Program; including program management and participant recruitment Creating and designing project documentation, including forms, website and marketing Development of continuing relationships with external stakeholders, including KPMG, Adelaide Crows and the Fringe Festival
Education	International Leadership Program	<ul style="list-style-type: none"> Project lead for stakeholder research, data analysis and reporting for a program feasibility study
Education	Student Mobility and Academic Administration	<ul style="list-style-type: none"> Administration, promotion and recruitment of the Business School Student Exchange program

Business Skills

Sarah has superior management, leadership and planning skills in project management. Sarah has excellent communication skills in the coordinating of project related initiatives and developments including:

- Idea inception, development and implementation
- Project and program coordination
- Innovative solutions
- Facilitation
- Training and assessment
- Policy application and development
- Strategic planning