

## POSITION DESCRIPTION

*Cancer Council Australia is the leading national non-government cancer control organisation. We develop and promote independent, evidence-based policy and information on cancer prevention, detection, treatment and care. We support our members, the eight state and territory Cancer Councils, to: undertake and fund cancer research; prevent and control cancer; and provide information and support for people affected by cancer.*

<b>JOB TITLE:</b>	Head of Strategic Licensing, Regulation and Commercial Partnerships	<b>DIVISION:</b>	Corporate Services
<b>LOCATION:</b>	Sydney	<b>STATUS:</b>	Permanent
<b>REPORTS TO:</b>	CEO	<b>HOURS:</b>	35
<b>AWARD:</b>	Non-Award	<b>AWARD:</b> <input type="checkbox"/> YES	<b>AWARD:</b> <input checked="" type="checkbox"/> NO
<b>POSITION NO:</b>	CCA-CSDL-06-2025	<b>LAST UPDATED:</b>	Oct 2025

### Organisational context

As Australia's leading cancer charity, Cancer Council unites the community, provides support, invests in research, and saves lives. We are proud to work across all stages of the cancer journey from prevention to end of life.

The licensing activities of the department are aimed at providing a strong revenue stream for the organisation and its Members using its brand on quality affordable and effective sun protective products. Against that setting, the Head of Strategic Licensing and Commercial Partnerships develops and implements strategies to promote and build the Cancer Council product range and significantly lift income to CCA through sales increases by licensees and by retailers, whilst ensuring product regulatory and safety oversight and robust risk management.

### Role description

The Head of Strategic Licensing and Commercial Partnerships holds a critical leadership role within the Licensing Team, tasked with driving Cancer Council's national licensing strategy to achieve enhanced commercial returns, regulatory excellence, and positive social impact.

This role provides strategic and operational oversight of all regulatory, quality, compliance and risk obligations through the third-party agreements for Cancer Council branded products.

The position leads the design and execution of innovative licensing initiatives that:

- Upholds regulatory integrity and risk mitigation across national and international markets

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Document ID: CCAFC542	Created by: Lisa Miskell	Version: 1.1	Reviewed Feb 2024
		Review due: Feb 2027	

- Expand and diversify Cancer Council’s portfolio of sun protective products.
- Promote and embed sun-safe behaviours across Australian communities.
- Deliver sustainable income growth through strategic partnerships with licensees and national retail partners.
- Integrate licensing and brand strategy with the organisation’s broader public health and commercial objectives.

## Primary Accountabilities

### Strategic and Operational Leadership

- Lead and elevate the national licensing strategy, integrating commercial, behavioural, and health promotion and risk management goals to drive measurable impact.
- Lead product compliance and risk assessment processes to uphold regulatory requirements and integrity.
- Oversee the lifecycle of licensing agreements with enhanced focus on performance frameworks, renewal strategies, and dispute resolution protocols.
- Regularly evaluate and refine strategies to drive innovation, optimise commercial performance and proactively manage product risks.

### Regulatory Compliance , Risk and IP Governance

- Oversee regulatory compliance and risk assessment for all sunscreen and sun protection products in accordance with national and international standards (e.g., TGA in Australia, FDA in the U.S.), including relevant ISO and Australian and New Zealand Standards.
- Ensure all licensed products adhere to relevant consumer protection, safety, advertising, and labelling regulations across all markets.
- Liaise with legal and regulatory consultants to ensure all product claims, formulations, labels, and advertising meet regulatory and consumer safety requirements.
- Maintain records and documentation for audit, risk review and regulatory review purposes.
- Stay abreast of evolving regulatory and product safety landscapes and proactively mitigate risks through horizon scanning and IP protection strategies.
- Collaborate with legal advisors and brand protection specialists to maintain robust trademark registration and IP protection strategies.

Act as the organisational lead on licensing-related regulatory matters and risk matters, including endorsement and claims, in line with Cancer Council’s health messaging.

### Contract Negotiation and Management

- Lead high-stakes commercial contract negotiations with prospective and existing licensees, national retailers, and global distribution partners.
- Design and implement robust contract management and risk management systems that ensure compliance with licensing terms, intellectual property rights, and brand usage policies and product safety and quality thresholds.
- Make recommendations for contract renewals, amendments, terminations, and enforcement actions where necessary, in consultation with legal and governance.

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- Ensure commercial terms are aligned with brand values, business strategy, and financial objectives, regulatory and quality requirements and risk appetite.

## Other Accountabilities

### Stakeholder and Relationship Management

- Serve as the senior representative for all licensee relationships, maintaining high trust, performance accountability, and collaborative product development.
- Actively partner with the Federation, internal committees, and national campaign teams to ensure strategic alignment and maximise mutual value.
- Facilitate cross-functional integration between licensing, finance, marketing, and communications teams.
- Provide briefings and updates to senior leadership on risk exposure, compliance status, and contract performance.

### Brand and Product Portfolio Development

- Conduct market and category research to identify opportunities for new products, innovations, and partnerships with embedded risk benefit analysis.
- Lead the strategic development of the licensed product portfolio, including product selection, endorsement evaluation, and performance optimisation.
- Ensure all advertising, promotional materials, digital content, and public statements related to all licensed products and touchpoints are accurate, consistent, compliant, and brand-appropriate.

### Reporting, Governance and Committees

- Prepare high-level strategic and performance reports for the CCA Board, Executive Team, and national committees.
- Monitor and analyse royalty trends, licensee performance, product category health, and contract compliance.
- Support the CEO by leading the Cancer Council Central Marketing Fund (CMF) Group including governance, supporting staff with secretariat duties including agenda setting.
- Lead the Cancer Council subject matter expert Review Committee including governance, agenda setting, policy development and input.

## Main Challenges

- Driving regulatory compliance and performance in an evolving regulatory landscape across a wide range of national and international requirements.
- Distilling complex scientific and risk-related information to a variety of audiences.
- Leading national-scale contract negotiations and regulatory navigation in an increasingly complex product and retail landscape.

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- Balancing commercial outcomes with public health messaging, risk management, and compliance imperatives.
- Driving innovation and growth within a mature licensing portfolio while maintaining brand integrity.
- Leading and mentoring a high-performing licensing team and fostering a culture of continuous improvement and risk accountability.

### Key Relationships

Position has direct management of the Licensing team.

Position works closely with:

- Chief Operating Officer
- The Corporate Services/Finance Team
- Federation Committee Chairs
- Legal and Regulatory Authorities (e.g., TGA, ACCC)
- Licencees
- Cancer Control Campaigns & Communications Team

### Selection Criteria

#### Essential:

- Bachelor's or Master's degree in Business, Law, Regulatory Affairs, Life Sciences, or a related discipline.
- Strong understanding of consumer product compliance, intellectual property protection, and regulatory frameworks including overseas markets.
- Extensive senior-level experience in licensing, retail, wholesale, or product commercialisation.
- Demonstrated expertise in commercial contract negotiation, drafting, and lifecycle management.
- Proven leadership experience, including managing cross-functional teams and complex stakeholder environments.
- Track record of developing and executing strategic business plans that deliver significant commercial outcomes.
- Strategic thinking with high attention to detail.
- Excellent interpersonal, negotiation, and communication skills.
- Advanced analytical and reporting capabilities with demonstrated commercial acumen.
- Strong computer literacy, including use of contract management and CRM tools.

#### Desirable:

- Legal, commercial, or regulatory qualifications.
- Experience in regulated industries or with compliance-heavy consumer goods.
- Background in public health, non-profit or purpose-driven commercial organisations.
- Public relations and communications capability.

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