



TERTIARY EDUCATION FACILITIES MANAGEMENT ASSOCIATION

# Business Partner Handbook



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# ABOUT TEFMA

The Tertiary Education Facilities Management Association (TEFMA) is a professional association promoting excellence in higher education property and facilities management by providing its members with access to vital networking, professional development opportunities and a wealth of sector resources. TEFMA members manage extensive property asset portfolios throughout the Australia, New Zealand and Pacific regions and Hong Kong. The Association's support of effective management of these resources plays an important role in the pursuit of excellence in higher education in our region.

TEFMA operates as a not for profit association and does not act as a lobby group however, TEFMA does provide information to government, partner organisations and other interested parties on matters relating to property and facilities management within the sector.

TEFMA has tracked detailed sector facilities management data for 30+ years through its Benchmark Survey. The data and metrics produced form a core TEFMA resource; the Association makes this information available to its members and partners through annual reports.

## Values and Objectives

TEFMA values integrity, quality, innovation and diversity, and promotes these values through its purpose to guide and influence the transformation of the higher education built environment into a vibrant and sustainable community.

TEFMA pursues its mission through the provision of relevant, effective services to its members, enabling them to transform the environments in which they work. TEFMA's goals of engagement, professionalism and knowledge within the higher education sector are enhanced by its relationships with a wide variety of partner organisations, including its network of Business Partners.





## FAST FACTS

TEFMA members manage:

- Property and facilities portfolios with a replacement value of some \$98.3 billion (AUD).
- Expenditure of more than \$1.42 billion (AUD) annually to build, maintain and operate higher education property assets.
- Over 15 million m2 built gross floor area.
- Campuses in CBD, suburban and regional locations.




# TEFMA BUSINESS PARTNER MEMBERSHIP

## Key Membership Categories Overview

TEFMA Business Partner membership is available in several categories to cater for the diverse profile of companies involved in the sector. All categories are available to Australasian and international companies with interests in TEFMA and higher education property and facilities management.

Business Partner membership categories include Standard and Premium, to suit a range of business sizes and requirements.

- 'Business Partner Premium' (Australia\ New Zealand and International) is a category for companies larger than 10 FTE seeking to establish and maintain a significant presence in the higher education sector through a strong connection with TEFMA and its membership. This category provides an extensive range of benefits and a regular involvement with the Association.
- 'Business Partner Standard' (Australia, New Zealand and International) is a category suited for companies seeking access to a range of benefits and depth of involvement with TEFMA and the higher education sector.



Current annual fees for TEFMA Business Partner membership can be accessed [here](#).



# WHO SHOULD JOIN

Commercial organisations that work in the property and facilities management sector and aim to build long term relationships with owners of large higher education property portfolios will benefit from TEFMA membership. Our current Business Partners include:

- Architects
- Engineers
- Builders
- Quantity surveyors
- Security contractors
- Cleaning contractors
- Software suppliers
- Waste management contractors
- Energy suppliers
- Building service contractors
- Materials suppliers
- Management consultants

## Member Network

The TEFMA membership network is extensive with the value of member involvement evidenced by the annual growth in numbers. TEFMA membership numbers currently include over 59 higher education institutions, with some 1650+ individual members from those organisations represented.

TEFMA Business Partners are exposed to this network through their connection to the Association.



# MEMBERSHIP BENEFITS AND OPPORTUNITIES

TEFMA Business Partner membership broadly provides access to the following benefits:

- Networks of people working in higher education property and facilities management.
- Annually updated sector data and metrics on facilities management in TEFMA member institutions.
- Sponsorship and promotional opportunities to targeted audiences from TEFMA member institutions.
- Participation in extensive TEFMA events program.
- Presentation opportunities to targeted groups of TEFMA members and executives.
- TEFMA website login to members only portal.





Benefits are defined for each member category. A detailed breakdown is listed in the table following:

| BUSINESS PARTNER CATEGORY BENEFITS |               |  |
|------------------------------------|---------------|--|
| BP<br>Standard                     | BP<br>Premium | Benefits   |
| ✓                                  | ✓             | Access to Institutional Member contact details (annually updated)  |
| ✓                                  | ✓             | Access to Board member contact details (annually updated)  |
| ✓                                  | ✓             | Access to other TEFMA Business Partners  |
| ✓                                  | ✓             | Access to the annual Benchmark Survey Insights Report  |
| ✓                                  | ✓             | Copy of newsletters  |
| ✓                                  | ✓             | Opportunity to sponsor TEFMA events  |
| ✓                                  | ✓             | Opportunity to sponsor TEFMA awards  |
| ✓                                  | ✓             | Opportunity to sponsor TEFMA scholarships  |
| ✓                                  | ✓             | Opportunity to discuss personalised sponsorship packages   |
| ✓                                  | ✓             | Opportunity to provide company promotional opportunities at the TEFMA conference and workshops   |
| ✓                                  | ✓             | Business Partner login to TEFMA website for nominated member with defined access   |
| ✓                                  | ✓             | Logo recognition on new TEFMA website shared space with other BPs (rotating)   |
| ✓                                  | ✓             | Opportunity to share publications (non-promotional) with TEFMA membership through the TEFMA Community portal   |
| ✓                                  | ✓             | Access to shared publications in TEFMA Community portal, including conference and workshop papers  |
| ✓                                  | ✓             | Participation opportunity in on-line forums or webinars  |
| ✓                                  | ✓             | Member rates at TEFMA workshops and attendance at workshop dinners   |
| ✓                                  | ✓             | Opportunity for inclusion on relevant working groups   |
|                                    | ✓             | Opportunity for targeted promotion such as display of brief promo video at relevant TEFMA workshop (one annually)  |
|                                    | ✓             | Access to TEFMA Strategic Partner contact details within Australia and internationally   |
|                                    | ✓             | Link displayed on TEFMA website to Business Partner website  |
|                                    | ✓             | Logo recognition at the annual TEFMA Conference including at the TEFMA booth   |
|                                    | ✓             | Lead presentation opportunity at on-line forum or webinar (one annually, non-promotional with university partner)  |
|                                    | ✓             | Opportunity for provision of editorial comment (non-promotional, one annually) in relevant newsletter issues   |
|                                    | ✓             | Opportunity for TEFMA distribution of recent company paper to TEFMA membership (non-promotional, one annually)   |
|                                    | ✓             | One full TEFMA workshop registration annually, including attendance at workshop dinner. (Excludes travel and accommodation)  |
|                                    | ✓             | One full TEFMA Annual Conference registration (excludes travel, accommodation and meals) including attendance at Conference Clever Campus Awards Gala Dinner             |
|                                    | ✓             | Attendance for one staff member to participate at the annual TEFMA Leaders Forum, including attendance at the Leaders Forum dinner. (Excludes travel and accommodation). |
|                                    | ✓             | One annual meeting for a BP representative with the President, Vice President and General Manager, Inclusive of a lunch / dinner.  |

## Sponsorship Opportunities

Opportunities for sponsorship to targeted audiences are available to all TEFMA Business Partners.

TEFMA delivers an extensive professional development program for its members each year. Events include an annual Conference, workshops, dinners, webinars, presentations of scholarships and awards. Sponsorship is available for most activities and can be tailored to maximise the benefit both for TEFMA's membership and its Business Partners.

## Partnering Opportunities

TEFMA is seeking to develop its partnering activities for the benefit of its membership. Opportunities exist for Business Partners who would like to have a high level of participation in the Association's projects and programs.



Please contact us on [info@TEFMA.com](mailto:info@TEFMA.com) if you wish to explore this opportunity further.





# SIGN UP

## Create a TEFMA business partner account

To sign up as a TEFMA Business Partner access our website [here](#) to complete an application form. Our secretariat will be in touch to welcome you to TEFMA.

TEFMA requires its members to sign a confidentiality agreement, due to the access members are given to confidential sector data. The confidentiality agreement is within the Business Partner application form.

## Set up your TEFMA Community Portal login

When you have registered as a TEFMA Business Partner access our website [here](#) to set up your TEFMA Community Portal login.

## Attachments

TEFMA Strategic Plan 2022 – 2024





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