Details on the qualifications, experience, skills, knowledge and abilities that are needed to fulfil this role are set out below.

**Job Title:** Knowledge Exchange Manager - (Innovate UK)  
**Department:** Research & Innovation

<table>
<thead>
<tr>
<th>Qualifications and Training</th>
<th>Essential</th>
<th>Desirable</th>
<th>Tested by</th>
</tr>
</thead>
<tbody>
<tr>
<td>A first degree in a sciences related field.</td>
<td>X</td>
<td></td>
<td>Application Form</td>
</tr>
<tr>
<td>A postgraduate level degree in a sciences related field.</td>
<td>X</td>
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<td>Application Form</td>
</tr>
</tbody>
</table>

**Specific Skills, Experience and Knowledge**

- Demonstrate a track record of success within either the university sector, industry, funding agencies/councils of obtaining or supporting the successful generation of funding to support R&D and innovation in a sciences field. X Application Form and Interview
- Experience at a managerial level of successfully working at the interface between university research and industry. X Application Form and Interview
- Experience of pro-actively identifying mutually beneficial collaborative partnerships, and building and developing relationships with stakeholders both internally and externally to increase income generation associated with innovation and enterprise activities X Application Form and Interview
- Experience of leading and facilitating collaborative activities in support of enterprise and innovation goals, and impact acceleration X Application Form and Interview
- Experience of of applying for and/or managing Innovate UK funded projects X Application Form
- Participation, as researcher, business partner or manager/administrator in collaborative research projects between universities and the private sector X Application Form
- Good working knowledge of typical contract and IP agreements and intellectual property issues between partners collaborating in research, especially as they relate to collaborative development, innovation and enterprise activity. X Application Form and Interview
- Project planning and management skills, the ability to prioritise work and meet challenging deadlines delivering projects on time and to budget. X Interview
- The ability to express complex matters in different ways to meet the requirements and understanding of the audience, both verbally and in writing X Application Form and Interview
- Experience of costing and pricing university grant projects using fEC. X Application Form and Interview
- An understanding of commercial concepts such as P&L, ROI, value proposition, supply and value chains X Application Form and Interview
- Good understanding of the issues currently facing the UK HE sector, and ability to work as a supportive and credible professional partner within an academic environment. X Interview

**Personal and Interpersonal Qualities**

- The ability to initiate and maintain formal and informal networks both within the College and externally with senior management from commercial, regional development agencies, governmental and third sector organisations. X Application Form and Interview
- Ability to prioritise own and others work and meet challenging deadlines X Application Form and Interview
- An individual with the creativity, enthusiasm and commitment to initiate, shape and manage new opportunities and ways of working. A confident individual who can quickly win the trust of academic and administrative colleagues X Interview
- Excellent verbal, written and presentational communication skills X Interview
- Has an entrepreneurial outlook always seeking opportunities with a “can do” attitude X Interview

**Circumstances**

- Need to occasionally spend nights away from home X Interview
- Use own car for occasional business use X Interview