



JOB DESCRIPTION

Job Title:	Knowledge Exchange Manager - Biotechnology
Department / Unit:	Research and Innovation
Job type	Full-time/Permanent
Grade:	RHUL 8
Accountable to:	Head of Knowledge Exchange and Enterprise
Accountable for:	n/a
Purpose of the Post	
<p>The Knowledge Exchange Manager – Biotechnology will play a lead role in building and developing relationships with stakeholders both internally and externally to the College. The post holder will work closely with leading academics to raise the external profile of research and innovation expertise and facilities, building relationships to create the environment for challenge led research opportunities and outputs specifically with our expertise in Biotechnology. The post holder will engage with a wide range of partners in relevant sectors and departments both internally and externally to:</p> <ul style="list-style-type: none"> (i) Initiate, facilitate and support the development of new partnerships; (ii) Lead and facilitate collaborative activities in support of enterprise and innovation goals, and socio-economic-academic impact acceleration and knowledge exchange (iii) Increase income generation associated with innovation and enterprise activities (iv) Maximise engagement with specified R&D facilities and infrastructure (v) Accelerate challenge-led research opportunities and impact. <p>The post holder will develop and manage links with external organisations to promote collaborative research and development (R&D), focusing on supporting the commercial exploitation of intellectual property to generate impact. Working closely with academic staff, the post holder will identify commercialisation opportunities, and provide sector/stakeholder focused specialist advice and support to maximise successful outcomes.</p> <p>The post holder will also work closely with leading academics in the identification of IP of commercial value, to advise on, and make arrangements for, the protection of University IP and to support the IP Commercialisation Process.</p>	
Key Tasks	

Lead and develop links with key external organisations in target and priority sector(s) and promote the expertise of relevant academics and research groups/Departments and Schools to develop opportunities for innovation and impact. The post holder will support a targeted portfolio aligned with College Challenge-led Research Themes – specifically but not exclusively 'Living Sustainably', and help to grow innovation and impact through the provision of specialist advice and guidance, and leadership of agreed initiatives to secure knowledge exchange.

Identify, develop and deliver strategic impact acceleration opportunities (engagement, schemes, activities, events and use of facilities) based on Royal Holloway's research and enterprise strategies, promoting and enriching contacts between researchers and external organisations to develop new and innovative partnerships that will deliver high quality impact from excellent research.

To develop expertise in targeted sector(s) and support Royal Holloway's academics by providing specialist insights into the needs and priorities of those sectors to help inform and focus partnership development, knowledge exchange, and innovation activities.

As a stakeholder engagement, knowledge exchange and innovation specialist, work with (i) academic staff across the College (in areas aligned with target sector/s); (ii), College senior management; (iii) within the Knowledge Exchange and Enterprise team. Working closely with these colleagues, provide specialist advance and guidance to help devise and monitor strategies for knowledge exchange and impact acceleration, demonstrating an innovative and entrepreneurial attitude and championing new and agile ways of working.

Identify opportunities for new innovation, knowledge exchange and impact generation activities, and maximising opportunities under targeted innovation/impact related funding streams. Work closely with relevant PIs to provide specialist advice, guidance and insight to help maximise income and impact generation.

The post holder will support an existing targeted technology transfer portfolio and help to grow activity through the provision of specialist advice and guidance, and leadership of agreed initiatives.

Work closely with leading academics in the identification of IP of commercial value, to advise on, and make arrangements for, the protection of University IP and to support the IP Commercialisation Process. Play an active role in RHUL's commercial partnering panel where any existing or now commercial partnership and IP strategy are periodically evaluated

Working closely with the Research Contracts Team, provide support for the set-up of relevant contracts, to ensure appropriate IP and/or contracts are secured for Knowledge Exchange activities, providing advice and insights on any commercial arrangements and supporting relationships with external partner(s) when appropriate. Taking a lead role in securing and maintaining productive relationships with commercial partners and stakeholders in support of technology transfer and knowledge exchange activities.

Ensuring academic staff in the Departments are aware of potential funding opportunities to support innovation, knowledge exchange and impact acceleration activities in agreed role specific target areas. This will include, but is not limited to, UK Research and Innovation (UKRI) impact related and follow-on funding. Provide specialist advice for such proposals, including support and input for the development of high quality commercial, impact and business plans.

Any other such duties as may be assigned by their line manager that are commensurate with the grade of the post.

Other Duties

The duties listed are not exhaustive and may be varied from time to time as dictated by the changing needs of the College. The post holder will be expected to undertake other duties as appropriate and as requested by his/her manager.

The post holder may be required to work at any of the locations at which the business of Royal Holloway is conducted.

Internal and external relationships

The following list is not exhaustive but the post holder will be required to liaise with: Academic colleagues, and R&I within RHUL, and externally with a range of new and existing industry partners, from Micro, to SME, to Corporate sized organisation, both within the UK and as required across the world, including opening up new conversations.

PERSON SPECIFICATION

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 - Biotechnology

Department: Research and Innovation

	Essential	Desirable	Tested by Application Form/Interview/Test
Knowledge, Education, Qualifications and Training			
Significant experience of delivering successful partnerships and relationships to generate income, R&D and innovation in the Biotechnology fields	X		Application Form
A postgraduate level degree in a related field.		X	Application Form
Skills and Abilities			
Previous participation as a manager in collaborative research projects between universities and the private sector	X		Application Form
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
Project planning and management skills, the ability to prioritise work and meet challenging deadlines delivering projects on time and to budget	X		Application Form and 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		Interview
Working knowledge of typical contract and intellectual property agreements especially when they relate to collaborative development, innovation and enterprise		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
Influencing other staff		X	Interview
Experience			
Demonstrate a track record of success within university or industry sectors of supporting, building and developing relationships with stakeholders both internally and externally to successfully generate relationships and income	X		Application Form and Interview
Experience at a managerial level of successfully working at the interface between university research and business	X		Application Form and Interview
Experience of pro-actively identifying mutually beneficial collaborative partnerships to increase income generation	X		Application Form and Interview
An understanding of commercial concepts such as P&L, ROI, value proposition, supply and value chains, and identifying commercially viable IP	X		Application Form
Experience of leading and facilitating collaborative activities in support of enterprise and innovation goals, and socio-economic knowledge exchange and impact acceleration	X		Application Form
Other requirements			
Need to occasionally spend unsocial hours away from campus		X	Interview