

MICRA IP Exploitation Associate

Job Ref: REQ190055

As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.

Enterprise at Loughborough

Loughborough University's Enterprise Office provides support to academic colleagues in achieving their enterprising ambitions. It has specialist units of staff working in areas of Partnership Development, IP Exploitation, Student and Graduate Enterprise and a range of business creation and incubation activities. Enterprise is a core part of the University's mission and is embedded in all University activities, led at the most senior level by a Pro Vice Chancellor for Enterprise.

The Intellectual Property Exploitation Team within the Enterprise Office has specific responsibility to support our academics in protecting and commercialising IP developed during the course of their research through licensing to existing companies or forming new SpinOut companies.

Job Description

Job Grade: Management and Specialist Grade 6

Job Purpose:

This is a new role, as part of a ground-breaking collaborative project between the Midlands Innovation Group of Universities. <http://www.midlandsinnovation.org.uk/midlands-innovation.aspx>

Through the MICRA project, Loughborough University has sourced funds to recruit a motivated and entrepreneurial professional to provide drive and creativity in exploiting the outcomes of the University's Research activities. The Loughborough team as a whole is in the process of rebuilding and re-invigorating the entrepreneurial culture at Loughborough and it is an exciting time to join and make your mark.

The post-holder will also be part of a cohort of new technology transfer professionals across the eight Universities of the MICRA consortium and will get access to focussed development and training opportunities. There is also the potential for secondments to the other University TTOs in the consortium to broaden their experience of particular aspects of commercialisation or to understand best practice and bring that back to Loughborough.

Loughborough University is renowned as an enterprising research environment with exceptional links with industry and a long-standing record of developing innovations with real world impact. This is evidenced by a track record in revenue generating license deals and successful spinouts.

Where our innovations have commercial viability, they can be developed in partnership with an existing industrial party and the innovation can be sold or licensed for commercial gain to the university. Alternatively, they may form the basis of a spinout which the investment community is prepared to invest in as a route to market. Other research results in outputs that will not necessarily make a commercial return but may still have significant impact on a social, policy, health or environment level.

Commercial, or non-commercial, all of these projects require the same skill sets to assist academic colleagues through the journey from idea to impact. The role involves engaging effectively and professionally with academic colleagues towards a common goal of the successful development of products and services and impact outside the University.

As part of the Intellectual Property Exploitation Team within the Enterprise Office at our Loughborough campus, you will work collaboratively with colleagues within the Office, as well as developing supportive and transparent relationships with the academic staff across the University's Loughborough and London campuses who are the source of the innovations.

We are looking for professionals with experience in driving early stage ideas to a commercial end-goal. You should have an entrepreneurial and creative mindset, a market (rather than technology) led perspective and the ability to make deals happen – whilst still respecting the unique culture and relationships across the University. Preference will be given to candidates with relevant experience (business development, commercial, IP or project management) in industry or in the investment sector, although candidates with strong relevant experience in the public sector will also be considered. Candidates with a background in engineering or physical sciences will be prioritised. An understanding of the Higher Education environment and the drivers and barriers for exploitation of research is also important.

The role is multi-faceted and is likely to require skills including understanding the potential of new opportunities (from an IP, Technical and Commercial perspective), business development (sourcing funding and project partners), developing and implementing a commercialisation strategy (e.g. business model, value proposition, technology roadmap, route to market etc.), development and presentation of marketing materials, deal making (negotiation of legal and commercial terms in contracts), project planning and management, financial literacy, IP review and protection.

Overall you will need to be able to identify and prioritise those ideas with a potential commercial (and/or impact) return to the university, and also be able to develop and implement a plan to achieve that benefit. You will be expected to spend a proportion of your time on more pro-active activities (such as business development and deal making) and a proportion on management activities (e.g. IP management and reactive support for the academic community).

Job Duties:

- To be a key contributor to a team that drives the University wide agenda in exploiting IP in all its forms.
- To build coherent go-to-market strategies/business cases or plans and drive individual projects towards a commercial and/or impact end goal – be that licensing, spinout formation or other form of exploitation.
- To actively manage your own portfolio of exploitation projects and to prioritise your time according to the commercial potential and/or strategic importance of the opportunity.
- To proactively develop a funnel of new exploitable IP projects by active engagement with academic and relevant support staff and participating in awareness raising activities.
- To develop strong, supportive and transparent relationships with your academic network within the University such that you are seen as their exploitation partner, and can work together towards an agreed goal, or close off less promising projects if needed.
- To build a strong and active network with potential partners outside the University (industry, investors, entrepreneurs, funding bodies etc.) and to be able leverage these relationships to facilitate discussions, visits and agreements.
- To be an active member of the MICRA cohort of Technology Transfer Officers and make best use of training and secondment opportunities to develop their own expertise and contribute to the development of best practice at Loughborough and its partner Universities.
- To develop and manage the IP protection strategy of your projects and to explain and justify this strategy internally and to potential partners.
- To negotiate commercial and legal terms of appropriate contracts in conjunction with our Contracts Team.
- To identify appropriate funding opportunities from public and private sector to support the go-to-market plan and take a lead role in writing bids, proposals etc. and securing this funding.

- To support the Enterprise Office generally, and the Head of IP Exploitation in particular, in aspects of operational management such as reporting (projects and portfolios), representation on appropriate groups/committees etc., adhering to appropriate policies/processes and contributing to their development over time; and engagement/communications with the academic community.

Points to Note

The purpose of this job description is to indicate the general level of duties and responsibility of the posts. The detailed duties may vary from time to time without changing the general character or level of responsibility entailed.

Special Conditions

All staff have a statutory responsibility to take reasonable care of themselves, others and the environment and to prevent harm by their acts or omissions. All staff are therefore required to adhere to the University's Health, Safety and Environmental Policy & Procedures.

All staff should hold a duty and commitment to observing the University's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and University policies/procedures.

Successful completion of probation will be dependent on attendance at the University's mandatory courses which include Respecting Diversity and, where appropriate, Recruitment and Selection.

Organisational Responsibility

Reports to the Head of IP Exploitation

Person Specification

Your application will be reviewed with respect to meeting the essential and desirable criteria listed below. Your application will be reviewed against the essential and desirable criteria listed below. Applicants are strongly advised to explicitly state and evidence how they meet each of the essential (and desirable) criteria in their application. Stages of assessment are as follows:

- 1 – Application
- 2 – Test/Assessment Centre/Presentation
- 3 – Interview

Essential Criteria

Area	Criteria	Stage
Experience		
	Experience of working with teams including researchers/developers to find commercial routes to market for innovations and having played a key role in the commercialisation/implementation of such ideas.	1, 3
	Experience of evaluating, building, preparing and pitching business cases and winning funding and/or partners for your proposition.	1, 3
	Experience of understanding the detail of complex ideas, for example in scientific or engineering areas, and translating this in to compelling value propositions for non-experts, partners or customers.	1, 3
	Experience of business development and negotiation in scenarios crossing the commercial and technical/research boundaries.	1,3
Skills and abilities	Financially literate (i.e. understanding and ability to build business models, profit and loss and other financial statements, budgets, manufacturing costs).	1, 3
	Excellent interpersonal skills and the ability to communicate professionally with academics, industry or investment colleagues at all levels of seniority.	1, 3
	Excellent verbal and written communication and presentation skills.	1, 3
	Ability to present lucid arguments and to convince others.	1,3
	Good project and portfolio management skills and the ability to prioritise according to commercial or strategic requirements and work to deadlines.	1,3
	An understanding of relevant contractual terms and their role in various forms of partnerships.	1, 3
	A good understanding of patents and other forms of IP and their role in protecting and exploiting innovations.	1,3
	Excellent, demonstrable IT skills.	1, 3
	Ability to work within a team, including supporting other projects for the wider good of the aims of the team.	1, 3
	The ability to influence and direct a cross disciplinary team without line management accountability.	1, 3
Training	Willingness to learn new skills relevant to the role.	1, 3
Qualifications	A degree or equivalent in a relevant subject area.	1
Other	Commitment to observing the University's Equal Opportunities Policy at all times.	1
	Willingness to occasionally travel off campus and to work outside of normal office hours depending on the requirements of the role.	1, 3

	Willingness to use the IT infrastructure within the Enterprise Office in order to carry out the role to the satisfaction of management.	1
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Desirable Criteria

Area	Criteria	Stage
Experience	Some experience working in a similar post.	1,3
	Experience in negotiating the commercial terms of deals related to early stage innovations such as collaboration, licensing, commercialisation or investment contracts.	1,3
	Industrial/commercial/financial experience in a commercial or customer facing role.	1,3
	Hands on experience of the commercial exploitation of innovations or product development in an industrial setting.	1, 3
	Experience in innovation in the physical sciences or engineering.	1, 3
	Experience of assessing and/or developing the investment case for development or commercialisation projects, allocating internal funds and agreeing appropriate terms, milestones etc.	1, 3
	Knowledge and direct experience of the patent system, working with patent agents and recording information for management purposes.	1, 3
	Experience of promoting aspects of commercialisation and technology transfer.	1, 3
	Knowledge and experience of R&D in or with the UK HE sector.	1, 3
	Hands on experience of the legal arrangements in exploitation (licenses, collaboration agreements, spin-out company formation and investment documentation).	1, 3
	Project management experience.	1, 3
	Experience of developing and delivering effective marketing materials.	1, 3
Skills and abilities	Ability to draft and negotiate detailed legal, commercial and IP terms of relevant contracts.	1
	Can successfully manage the many facets of the commercialisation of technology and IP.	1,3
Qualifications	A degree/higher degree or equivalent experience in engineering or physical sciences.	1
	Have received training on legal contracts.	1
	Have received considerable training on aspects of IP and commercialisation or have accredited qualifications in this area.	1

Conditions of Service

The position will normally be made on a full-time basis and is fixed term until March 2021. For the right candidate consideration will be given to part time working, subject to the right balance being achieved across the team.

Salary will be on Management and Specialist Grade 6, £30,395 to 39,609 (pro rata) per annum, at a starting salary to be confirmed on offer of appointment. In exceptional circumstances the University may offer a market supplement of up to 10% of the maximum salary quoted per annum.

The appointments will be subject to the University's normal Terms and Conditions of Employment for Academic and Related staff, details of which can be found [here](#).

The University is committed to enabling staff to maintain a healthy work-home balance and has a number of family-friendly policies which are available at <http://www.lboro.ac.uk/services/hr/a-z/family-leave-policy-and-procedure---page.html>.

We also offer an on-campus nursery with subsidised places, subsidised places at local holiday clubs and a childcare voucher scheme (further details are available at: <http://www.lboro.ac.uk/services/hr/a-z/childcare-information---page.html>)

In addition, the University is supportive, wherever possible, of flexible working arrangements. We also strive to create a culture that supports equality and celebrates diversity throughout the campus. The University holds a Bronze Athena SWAN award which recognises the importance of support for women at all stages of their academic career. For further information on Athena SWAN see

Applications

The closing date for receipt of applications is Sunday 10th March 2019. Interviews will be held on Tuesday 26th March 2019.