



**UNIVERSITY OF GLASGOW
JOB DESCRIPTION**

Ref No. _____

Job Title	IP & Innovation Manager - Life Sciences
Department/ Division	Research & Innovation Services
Faculty/Division of AIMS	Professional Services
Reporting To	Head of IP & Commercialisation

Job Purpose

To provide specialist, professional advice, leadership and support to academic staff, working in the field of life sciences, in relation to the protection and exploitation of intellectual property arising from their university activities in line with the University's Strategic Plan, Glasgow 2020 – A Global Vision.

Main Duties and Responsibilities

1. Manage a large and complex portfolio of innovation projects from initial idea disclosure evaluation through to conclusion of a commercialisation outcome e.g. license, spin-out;
2. Determine the scope and lead the delivery of the required IP and commercial due diligence in relation to invention disclosures from academic staff. Based upon due diligence, prepare written, evidence-based recommendations on the commercial (or impact) opportunity;
3. Manage the cost-effective use of university patent agents and lawyers in delivery of diligence and project outcomes;
4. Source external advice, subject to budget availability, through engagement of consultants, specialists and commercial champions to complete diligence and/or project outcomes;
4. Build and maintain effective working relationships with academic staff through the provision of specialist commercialisation expertise and support to deliver diligence and/or project outcomes;
5. Develop/agree with academic staff exploitation plans for innovations which have been successful through internal due diligence; Lead, support and manage the delivery of the commercial plans within agreed timescales;
6. Develop, design and deliver necessary marketing materials and identify and build relationships with relevant public and/or private sector organisations necessary to deliver due diligence and / or commercial outcomes;
7. As appropriate, for commercialisation plans, identify and support the preparation of applications for translational grant funding e.g. Scottish Enterprise High Growth Spin-Out Fund; MRC DPFS; Wellcome Trust; KE Fund; IAA Funds;
8. Lead, with support from University external lawyers and internal contracts team (as appropriate) , the negotiation of commercial terms and other agreements in relation to commercialisation projects either licensing, collaboration or company formation agreements;
9. Organise (as required) , prepare and deliver internal and external presentations related to intellectual property and commercialisation topics and the university process/activity in the area;

10. Build and maintain good working relationships with College and University services staff in the shared delivery of the university's strategy;

11. Build, develop and maintain relationships with key companies, investors and public sector agencies to engage them in the delivery of the university commercialisation activities;

12. Deputising for the Head of IP & Commercialisation as required. Preparing and delivering written and verbal reports for senior management and Colleges within agreed timescales.

Dimensions

- Support the Head of IP & Commercialisation to deliver commercial and innovation targets as agreed with the Vice Principal for Corporate Engagement and Innovation;
- Manage/lead a portfolio of life science commercialisation projects from initial evaluation to completion;
- Represent/present at various internal (e.g. committees; seminars; training sessions) and external events (e.g. conferences; seminars; sector meetings);
- Engage with academic staff, university senior management and senior decision-makers in the public/private sector;
- Support academic staff in the preparation of translational grant applications to de-risk innovations for commercial exploitation
- Broker discussions with investors, companies and other funding agencies as required for each project managed
- Lead commercial negotiations with investors, licensees; corporate R&D partners, funding agencies; etc.;
- Instruct/manage service delivery from patent agents; lawyers and project specific consultants;
- Prepare / present internal approval papers and reports

Knowledge, Skills and Experience

Knowledge/Qualifications

Essential

A1 Life Sciences degree and experience of working in life sciences commercialisation activity e.g. drug discovery or development company (including CRO) , life science investment, technology transfer office with life science focus)

A2 Knowledge of intellectual property (specifically working knowledge of patent application process); translational grant funding; company grant funding; open innovation; new business development related to innovation; preparing technical marketing materials;

A3 Demonstrate an understanding of academic environment including the complex mix of pressures, constraints, motivations and risk/reward positions of academic staff, Colleges and the Institution;

A4 Knowledge of licensing and / or research contract agreements related to the life sciences between universities and industry;

A5 Knowledge of translational grant funding schemes and supporting the drafting of funding applications

A6 Knowledge of the drug discovery and development process

Desirable

B1 Knowledge of approaches to brokering engagement with pharmaceutical/ life science companies and / or investors in the life sciences

Skills

Essential

C1 Excellent written and verbal communication skills;

C2 Strong inter-personal skills;

C3 Work effectively as part of a team;

C4 Excellent problem solving and analytical skills;

C5 Ability to influence and negotiate both within an organisation and with external parties;

C6 Ability to plan and manage own activities and to interact effectively with people at all levels within the University, companies and the public sector;

C7 Entrepreneurial attitude with necessary persistence and drive to bring projects to a conclusion.

Experience

Essential

E1 Minimum 4-6 year work experience in a life sciences research commercialisation role in a University Technology Transfer office or an equivalent role in the private sector.

E2 Demonstrable experience in the commercial evaluation of life science research generated innovation and the development / execution of commercial exploitation plans;

E3 Demonstrable experience of preparing applications and securing translational grant funding e.g. Scottish Enterprise HGSP; Wellcome Trust; MRC DPFS; Innovate UK etc in relation to the de-risking of life science innovations for commercial exploitation

E4 Demonstrable experience of brokering engagement with potential licensees or investors with regard to the commercial exploitation of early-stage life science innovations;

E5 Experienced in building personal credibility and trust within teams in relation to a specific activity or project;

E6 Demonstrable experience in intellectual property management specifically with regard to the filing of patents and their prosecution;

E7 Demonstrable experience engaging in and leading the negotiation of license terms between university and industry partners and / or investors in relation to investment in spin-out ventures

Desirable

Experience of preparing marketing materials for life science opportunities

Job Features

Planning and Organising

- Manage multiple complex projects in parallel to deliver agreed actions/tasks to meet each project aims within agreed timescales;
- Prioritise own workload to meet project and management reporting requirements within agreed timescales and where relevant university policy;
- Respond to unplanned demands in a timely and flexible way;

Decision-Making

- Determine, plan and execute innovation opportunity due diligence;
- Provide evidence-based recommendations with regard to patentability and commercial opportunity;
- Determine and execute agreed plans for selected innovation opportunities to deliver agreed outcomes;
- Determine/prepare content for marketing materials required
- Determine/prepare content for presentation at internal and / or external events – as required;
- Prepare term sheets for licensing or other commercial agreements
- Negotiate commercial/financial terms in relation to commercialisation deals and draft recommendation papers with rationale for approval

Internal/External Relationships

Internal

- Build working relationships with team members within RIS, College based staff and other University Service offices, as required;
- Work closely with Translational Research Initiative (TRI) team in the College of Medical, Veterinary & Life Sciences (MVLS)
- Participate and present at internal events and meetings to inform and educate staff
- For each innovation project opportunity build effective working relationships with academic and research staff to delivery project outcomes;

External

- Develop relationships with senior management in public and private sector organisations that can assist with evaluation and delivery of project outcomes and initiatives;
- Represent the University (including presenting) at various events for project specific and general profile raising/networking;
- Build and develop relationships with companies and funding organisations to delivery project outcomes and initiatives.

Problem Solving

- Undertake evidence-based analysis of innovation disclosures and make recommendations on potential for exploitation via an appropriate route (or otherwise);
- Resolve ownership and right to commercialise issues that arise from invention disclosure diligence;
- Develop strategies and plans for selected Innovation projects and lead the execution of the plans to deliver the desired project outcome or build an evidence base to abandon the opportunity;
- Determine the university position on commercial terms and lead the negotiation with external third parties; make recommendations on any risk/reward matters that require senior management decision.

Organisation Chart

