



**UNIVERSITY OF LEEDS**

## **CANDIDATE BRIEF**

**Research & Innovation Development Manager, Faculty of Medicine and Health**



**Salary: Grade 8 (£41,526 – £49,553 p.a.)**

**Reference: MHFAC1096**

**Closing date: 26 November 2019**

**Interviews to be held on the 4<sup>th</sup> and 6<sup>th</sup> December 2019**

**Full Time, Ongoing**

## **Research & Innovation Development Manager Faculty of Medicine and Health**

**Are you an experienced and ambitious Research and Innovation Development Professional looking to further your career in one of the UK's leading research intensive universities? Would you like to help progress interdisciplinary health research and innovation opportunities? Are you a confident leader capable of building excellent working relationships with academic colleagues?**

The University of Leeds has an extensive portfolio of basic and applied health research, centred on our Faculty of Medicine and Health and our partnership with the Leeds Teaching Hospitals NHS Trust. We host a number of unique specialist facilities and are at the forefront of academic research in areas such as medical technology, biomedical research, health informatics, clinical trials and global health. We also have significant health-related expertise in faculties such as engineering and biology, and in other interdisciplinary areas such as food, water, cities, culture and data analytics. We have a strong track record of working with industry, business and government, and have a range of important health-related partnerships regionally, nationally and internationally.

Working closely with the Faculty's academic leaders, you will play a leading role in supporting the development and implementation of the research and innovation strategy to ensure that the best ideas and the highest quality research proposals can be developed. You will identify new sources of research income from diverse funding sources and work with key academics and research groups to develop new ideas and approaches and identify opportunities and pathways to fund research and innovation activity.

You will have experience of working across disciplinary borders and of developing and implementing research and innovation strategies in complex organisations. You will have excellent project management skills, experience of working with academic teams in the development of successful external funding applications and the ability to build performance-based partnerships with public, private and third-sector organisations.



## What does the role entail?

As a Research & Innovation Development Manager, your main duties will include:

- Taking a lead role in supporting the design and delivery of the strategy for interdisciplinary research in the Faculty to ensure that the best ideas and the highest quality proposals that are most likely to be successful are developed;
- Identifying and supporting lead academics to secure new external research income for the University from relevant funding sources;
- Working with key academics, research groups and external partners (public, private and charities) to identify opportunities and pathways to fund research activity via relevant funding sources;
- Undertaking capability analysis of Leeds' strengths and matching these to appropriate funding opportunities;
- Proactively managing the development of high quality, user-informed research proposals;
- Developing and maintaining effective working relationships with key funders and partners;
- Facilitating meetings and workshops to deliver the Faculty's research strategy;
- Working with the Funding Development team to provide support for impact and innovation related requirements associated with research grants;
- Identifying new potential partners for collaborative research and commercialisation opportunities;
- Working with central University functions to provide coordinated support across the full range of business development, finance, funding support, legal and commercialisation services.

These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.

## What will you bring to the role?

As a Research & Innovation Development Manager you will have:

- A degree or relevant experience in a medical or healthcare subject;
- Leadership skills, with the ability to interact and communicate effectively and sensitively with individuals from a range of backgrounds at all levels;



- Experience of developing and implementing policies and processes across complex organisations;
- Proven project management skills with a track record of delivering results;
- Excellent interpersonal and team working skills;
- Evidence of strong influencing and negotiation skills;
- Strong analytical, creative and problem-solving skills;
- The ability to work under pressure, balancing workloads and meeting deadlines;
- Excellent knowledge of funding development and a track record in securing external funding;
- A proven track record of initiating and converting cutting edge Research & Development into successful new commercial innovation opportunities;
- The ability to interface between academic staff and commercial parties and to communicate effectively with multiple audiences.

You may also have:

- A Postgraduate research degree in a related area;
- Experience in working with funders of basic and applied health research, e.g. MRC, NIHR
- Experience working for a research funding body or commercial organisation;
- A Project Management qualification e.g. PRINCE2;
- Extensive experience and knowledge of University research and/or innovation best practice.

## How to apply

You can apply for this role online; more guidance can be found on our [How to Apply](#) information page. Applications should be submitted by **23.59** (UK time) on the [closing date](#).

## Contact information

To explore the post further or for any queries you may have, please contact:

**Dr Ceri Williams, leader of the R&I Development team**

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**Professor Rory O'Connor, Pro-Dean for Research and Innovation, Faculty of Medicine and Health**

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## **Additional information**

Find out more about the [Faculty of Medicine and Health](#).

Find out more about [Athena Swan](#) in the Faculty of Medicine and Health.

You will report to Lisa Hill, Head of Research Development and work closely with the Pro-Dean for Research and Innovation.

### **Working at Leeds**

You can find out more about our generous benefits package and more about what it is like to work at the University and live in the Leeds area on our [Working at Leeds](#) information page.

### **Candidates with disabilities**

Information for candidates with disabilities, impairments or health conditions, including requesting alternative formats, can be found on our [Accessibility](#) information page or by getting in touch with us at [disclosure@leeds.ac.uk](mailto:disclosure@leeds.ac.uk).

## **Criminal record information**

### **Rehabilitation of Offenders Act 1974**

A criminal record check is not required for this position, however, all applicants will be required to declare if they have any 'unspent' criminal offences, including those pending. Any offer of appointment will be in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information.

