Faculty of Medicine and Health

Research and Innovation Development Manager - Leeds Institute for Data Analytics

Background
The University Strategic Plan (2014-2020) sets an ambitious target to grow research funding by 50% to £200m per annum by 2020. Research and Innovation Development Managers focussing on business development will play a key role in supporting academics to develop high quality partnerships that will support research and innovation proposals that will help to meet this target. This will require a transformation in current ways of working and continuous development of the research culture within University and the Research and Innovation Development Managers (Business Development) will play a key role in this.

Opportunities have arisen for Research and Innovation Development Managers to support research funding development and business engagement, working with key academics and research groups to identify and develop new opportunities to demonstrate impact and leverage external income and to assist in the preparation and submission of high quality research proposals in response to new external funding opportunities.

The Research and Innovation Development Managers will work with colleagues from across the University to provide a coordinated service across the full range of research and innovation activity: including knowledge-led innovation support to businesses (contract/collaborative research and consultancy, placement schemes) and commercial exploitation of intellectual property and the promotion of skills development programmes, in addition to the provision of support across the full range of research funders (including the UK Research Councils, government departments and charities).

The Research and Innovation Development Managers will grow the quality and value of funding applications and embed good practice amongst academics and Research and Innovation support colleagues that they work in partnership with. Activity will be largely focussed on areas where the University has distinct, recognised strengths and potential for growth. Relevant experience within the following priority sectors is therefore a prerequisite: Cities and Sustainable Societies, Culture, Energy, Food, Health, High Value Engineering and Water.

We are recruiting a Research and Innovation Development Manager aligned with the Leeds Institute for Data Analytics. Reporting directly to the Director of LIDA Professor Mark Birkin and through dotted line management to the Director of Research and Innovation Development. There is a growing movement around the world to ensure the effective use of vast data collections to drive research, policy development and public good initiatives.
The Leeds Institute for Data Analytics (LIDA) brings together applied research groups and data scientists from mathematics and computer science, opening up new opportunities to understand health and human behaviour and casting light on the action required to tackle a wide range of social and environmental problems. LIDA already has an effective track record of partnership working with the private, public and charitable sectors.

The MRC Bioinformatics Centre and the ESRC Consumer Data Research Centre are the twin pillars of the LIDA which includes researchers from medicine, biological sciences, environmental sciences, geography, the institute for transport studies and many more.

The bioinformatics centre focuses on research at the interface between the clinic and high volume molecular and phenotypic data sets and links to pioneering work in the NHS on The Leeds Care Record, a unique resource which spans primary, secondary and social care boundaries. The consumer data research centre – a partnership with UCL, Liverpool and Oxford – seeks to open up consumer data resources, deriving value from new sources of data to benefit business, government and wider society.

Big data analytics is now becoming recognised as a major driver of growth in academic research and in the economy at large. Working alongside colleagues in the MRC Centre, ESRC Centre, and elsewhere in the University, the Research and Innovation Manager within LIDA will have an outstanding opportunity to drive forward income generation from research funders, business partners and other sources.

**The person**

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

You will need to quickly to establish a University-wide profile, forge strong links with key academics, build networks across the University and work in partnership with other Research and Innovation Development professionals to ensure that the highest quality proposals that are most likely to be successful are developed. This will require you to work effectively as part of dynamic teams that can operate effectively in a complex and changing environment.

You will be a confident communicator and be able to take responsibility for establishing and managing high-level relationships with a range of stakeholders, including funders, external partners and other HEIs.

Strong analytical skills will be crucial in order to undertake a detailed analysis of the innovation marketplace and the research funding landscape and match this to University delivery capability, creating effective pathways to maximise potential of our unique expertise.
Research and Innovation Services
The recently realigned Research and Innovation Service provides central support to research and innovation activities across the University, working in partnership with Faculty-based Research and Innovation Offices. The Innovation Services Team (that supports the University’s innovation and collaboration activities with external organisations and provides routes to funding to support these activities such as through Innovate UK) will be key points of contact. You will also work with the Funding Development Team where collaboration with an external organisation will strengthen a research and innovation proposal for basic or applied research. You will work closely with the Commercialisation and Contracts team who provide support for contract development, the identification and protection of Intellectual Property and its commercialisation. Three further teams within the central office support Quality & Governance, Operations and Finance.

University Grade 8 (£38,511 - £45,954 p.a.)

Informal enquiries may be made to Professor Mark Birkin, tel +44 (0)113 343 6838 , email; M.H.Birkin@leeds.ac.uk

Interviews are expected to be held early / mid November

Ref: MHFAC1022

Click here for further information about working at the University of Leeds
www.leeds.ac.uk/info/20025/university_jobs
Job Description

**Responsible to:** Director of LIDA, Professor Mark Birkin

**Reports to:** Director of Research and Innovation Development to ensure integration into the wider Research and Innovation Development team

**Main Duties and Responsibilities**

- Develop and implement research and innovation strategies to ensure that the highest quality proposals that are most likely to be successful are developed.

**Funding Development**

- Identify and secure new external research income for the University from relevant public funding sources (e.g. Research Councils, UK Government, Charities etc).
- Work with key academics and research groups to identify opportunities and pathways to fund research activity via public funding sources.
- Undertake capability analysis of Leeds strengths and match these to appropriate funding opportunities. Proactively scan funding opportunities to identify those that best align with the core capabilities at the University.
- Proactively manage the development of high quality research proposals; providing hands-on support for applicants, particularly in relation to high-value and/or Leeds-coordinated bids, including planning timelines for proposal submissions, project managing the overall development of the proposal, coordinating the gathering in of information from project partners and investigators, and advice on what is required in specific proposal sections, with the goal of winning research awards.
- Provide direct proposal writing support (particularly the non-technical aspects of the proposal that might include. Pathways to Impact, Resource Justification, Project Management and Partnership activities with potential users of the research).
- Develop and maintain effective working relationships with key funders (UK Research Councils, charities, UK government agencies and other public funding providers).
- Facilitate meetings and workshops to promote the University’s research themes and technology platforms to ensure high quality cross-disciplinary research proposals that align with specific external funding opportunities can be developed.

**Business Development**

- Identify and secure new external innovation income for the University. Supporting the translation and commercialisation of University research.
- Work with key academics and research groups to identify opportunities and pathways to exploit current research activity. Develop and proactively manage the resulting implementation plan, progressing opportunities for developing impact, innovation and research commercialisation.

- Develop in depth knowledge of innovation funding schemes (e.g. KTPs, SMART awards, Collaborative R&D, Catalyst Funding through Innovate UK and other research translation and innovation funding available through RCUK, BIS, ESIF, etc), identify opportunities to leverage funding and support the development of high quality applications. Put in place robust mechanisms to ensure that opportunities are progressed and outputs captured.

- Work with the Funding Development team to provide support for impact and innovation related requirements associated with research grants.

- Develop strong relationships with the main innovation funding bodies, such as Innovate UK, and cultivate key contacts therein to ensure intelligence on future funding opportunities that aligns with core capabilities can be utilised effectively.

- Identify new potential industrial partners for collaborative research and commercialisation opportunities. Manage resulting relationships, ensuring delivery of agreed goals and alignment with partner expectations.

- Identify opportunities for the exploitation of new intellectual property and assist academics in completing initial IP disclosure documentation, working with the Commercialisation Team to review and progress IP based projects.

- Assist academics in the completion of Proof of Concept and Follow-on funding applications. Working with the Commercialisation Team to ensure clear commercial objectives are set and that project teams meet key milestones.

- Establish and maintain systems for monitoring outputs as required for internal and external reporting requirements.

**General**

- Provide intelligence and liaise closely with key people located at key funding bodies to raise awareness of funding calls and ensure that proposals developed are in line with call requirements.

- Develop in depth knowledge of a range of relevant funders. Work with Funding Development Team to improve horizon scanning for ‘yet to be announced’ funding calls and help to identify, coordinate and support teams preparing to respond to these funding opportunities.

- Work with other Research and Innovation Development professionals and the central Funding Development team to share intelligence and target support towards relevant academics.
• Where requested, attend proposal preparation meetings for Leeds-led bids, and provide advice and support in relation to how such meetings should be structured.

• Work with central University functions to provide coordinated support across the full range of business development, finance, funding support, legal and commercialisation services. Ensure compliance with University policy and processes.

• Work with Faculty and central marketing staff to promote the University’s research strengths and raise awareness of the research impact and innovation agenda and key opportunities/activities.

• Any other duties as may reasonably be required, consistent with the grade of the post

Targets and Performance
To be determined, according to priorities agreed by Central and Faculty management.

Career Expectations
The University of Leeds is committed to developing its staff. All staff participate in the Staff Review and Development scheme and we continue to work with individuals, supporting them to maximise their potential.

Progression to a higher grade is dependent on an individual taking on an increased level of responsibility. Vacancies that arise within the area or across the wider University are advertised on the HR website - http://jobs.leeds.ac.uk - to allow staff to apply for wider career development opportunities.

University Values
All staff are expected to operate in line with the University’s values and standards, which work as an integral part of our strategy and set out the principles of how we work together. More information about the University’s strategy and values is available at http://www.leeds.ac.uk/comms/strategy/.
Person Specification

Essential

- Degree or relevant experience with a substantial element of numeracy and analytical rigour.
- A confident leader, with the ability to interact and communicate effectively and sensitively with individuals from a range of backgrounds and at all levels.
- Experience of developing and implementing policies and processes across complex organisations.
- A proven track record in delivering results and achieving targets.
- Proven project management skills.
- Excellent interpersonal and team working skills.
- Evidence of strong influencing and negotiation skills.
- Excellent relationship building skills with a high level of empathy in order to gain the confidence of academic colleagues.
- Strong analytical, creative and problem-solving skills.
- Strong commitment and proactive approach to customer service.
- A personal leadership style that aligns with the University’s values.
- Demonstrable ability to work under pressure, to appropriately prioritise and balance workloads.
- Demonstrable ability to work as part of a team and also on own initiative.
- Ability to work in a complex organisation and be effective in working across interfaces at all levels.

Funding Development

- Excellent knowledge of the priorities of the relevant public funding bodies
- Excellent knowledge of the public research and innovation funding sector
- Experience in assisting with large scale funding bids or a detailed knowledge of how to put together successful bids
- A proven track record of assisting others to securing research funding from a variety of different sources
• Experience of bringing people together to bid for collaborative/grand challenge funding.

• Excellent knowledge, and experience, of working with academic researchers and funders of research, in particular previous experience and understanding of issues relating to carrying out research.

• Experience of running workshops and/or sandpit style events

• Facilitation skills.

**Business Development**

• A working knowledge of the innovation landscape and key players.

• A proven track record of initiating and converting cutting edge R&D into successful new commercial innovation opportunities.

• Knowledge and experience of funding streams for innovation and a track record in securing external funding.

• The ability to interface between academic staff and commercial parties and to communicate effectively with multiple audiences.

• Strong commercial awareness.

**Desirable**

• Postgraduate research degree or equivalent business qualifications in a related area

• Experience of working for a research funding body or commercial organisation

• Project Management qualification e.g. PRINCE2

• Extensive experience and knowledge of University research and/or innovation best practice.

• Operational experience of University Knowledge Exchange activities.

**Relationships**

You will be responsible on a day to day basis and accountable to the Director of LIDA.

You will work cohesively and in conjunction with the Director Research and Innovation Development and with the wider Research and Innovation Development
Team, based within the central Research and Innovation Service. The post holder will also work closely with the Faculty Research and Innovation Offices and the Faculty Finance Managers who will support the administration and development of research and innovation funding proposals. In addition you will work closely with the Commercialisation and Contracts team who provide support for contract development, the identification and protection of Intellectual Property and its commercialisation working across the University.
Additional Information

The University offers generous terms and conditions of employment, a wide range of benefits, services, facilities and family friendly policies. Full details are available on the Human Resources web pages accessible at www.leeds.ac.uk/hr

The Partnership

The Partnership has been developed by students and staff and describes the mutual expectations of us all as members of the University of Leeds community. More information about the Partnership is available at http://partnership.leeds.ac.uk

Disclosure and Barring Service checks

A Disclosure and Barring Service (DBS) Check is not required for this position. However, applicants who have unspent convictions, cautions, reprimands and warnings, including any pending criminal proceedings must indicate this in the ‘other personal details’ section of the application form and send details to the Recruitment Officer at disclosure@leeds.ac.uk.

Disabled Applicants

Please contact the informal contact for details of location of the post. Disabled applicants wishing to review access to the building are invited to contact the department direct. Additional information may be sought from the Recruitment Officer, email disclosure@leeds.ac.uk or tel + 44 (0)113 343 1723.

Disabled applicants are not obliged to inform employers of their disability but will still be covered by the Equality Act once their disability becomes known.

Further information for applicants with disabilities, impairments or health conditions is available in the applicant guidance.