



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

**Knowledge Exchange Officer in Biotribology,
Faculty of Engineering and Physical Sciences**



Salary: Grade 7 (£39,355 – £46,735 p.a. pro rata) Due to funding restrictions, an appointment will not be made higher than £40,497 p.a.

Reporting to: Dr Gregory de Boer

Reference: EPSME1195

Closing date: Wednesday 02 July 2025

Location: Leeds main campus (with scope for hybrid working)

Part-time, 22.5 hours per week

Fixed-term for 12 months, starting from 01 August 2025 – to complete specific time limited work

We are open to discussing flexible working arrangements

Knowledge Exchange Officer in Biotribology, Institute of Thermofluids, School of Mechanical Engineering.

Do you have a background crossing the disciplines of tribology and biomedical engineering? Do you have an interest in working with researchers to generate impact and disseminate outcomes in biotribology? Do you want to work with an international consortium to write and submit funding bids?

This is a short-term position aimed at supporting ongoing and contributing to securing future research activities in biotribology at the University of Leeds and a series of partner organisations from the UK and abroad (Imperial College London, ETH Zurich, Uppsala University, Technical University of Lulea). The research portfolio encompasses technological advancements in the design of the next generation of orthopaedic devices funded through EU research programmes.

As a Knowledge Exchange Officer you will work in the School of Mechanical Engineering, University of Leeds. An important aspect of the post is that you will liaise with the other collaborators in the UK, European partners, and major funding bodies (EU/UKRI). The post will require the successful candidate to work on a range of knowledge exchange duties including, but not limited to, preparing, executing and delivering innovation planning, working with individual researchers on their innovation challenges, managing and maintaining the group website, organising and delivering innovation and knowledge transfer training activities, and working with academics to write and submit funding bids. You will be expected to attend a number of management and meetings with collaborators in the UK and EU.



What does the role entail?

As a Knowledge Exchanger Officer, your main duties will include:

- Responsibility for the overall coordination, implementation, execution and successful delivery of the innovation aspects within the biotribological research conducted at the University of Leeds and partner organisations;
- Responsibility for working with academics, clinicians, industrialists and researchers in biotribology, to help them understand how to maximise value creation and impact delivery from their projects including aspects of intellectual property protection and dissemination across all stakeholders and alignment with open science/research;
- Responsibility for the development and execution of innovation plans in biotribology at the University of Leeds and wider network;
- Mentoring and tutoring the researchers on aspects of innovation and exploitation as they progress to disseminating their findings;
- Leading in the development, creation and delivery of engagement activities in biotribology across the network and coordinate dissemination of research outcomes via the group website;
- Working with academic and professional service colleagues across the partner Universities to help shape projects, ensuring close strategic alignment and effectively consulting with key stakeholders, including Finance, Research Innovation Services, and external partners to ensure all work can be completed to time and to budget;
- Developing and delivering new relationships and funding opportunities that enhance the outcomes and promote the continuity of the research and innovation within the biotribology landscape. This may include writing bids for funding to national as well as international funding opportunities such as though delivered through EU, UKRI and national funders of the partner organisations;
- Demonstrating personal and role model leadership in terms of being focussed, flexible, professional, motivated and personally effective in order to deliver the agreed outcomes.

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 Knowledge Exchanger Officer, you will have:

- A PhD (or have submitted your thesis before taking up the role) in Mechanical Engineering or a closely allied discipline;
- Demonstrable experience in the successful planning, execution and delivery of innovation/exploitation/dissemination plans within research projects including multiple partners from academia, industry and clinical environments and including both intellectual property and dissemination aspects;
- Understanding of the innovation and regulatory pipeline associated with medical devices in an EU/UK context;
- The ability to develop constructive and efficient working relationships with people at all levels within research networks, demonstrating an understanding of their pressures, perspectives, priorities and expectations so as to accomplish the expectations of funders and other stakeholders to a high quality;
- Demonstrable ability to develop and manage relationships within the Research and Innovation support structures within the University of Leeds and partner organisations;
- Demonstrable ability to identify, promote and develop funding opportunities to allow the successful continuation of biotribological research at the University of Leeds and its collaborators;
- Exhibit an ability to create and maintain networks of staff to ensure the effective dissemination and exploitation of the innovation aspects of biotribology;
- Experience of setting up and maintaining systems for monitoring processes to ensure that activities have been completed on time and to the right quality which include leading and/or contributing to the accomplishment of deliverables;
- A proactive approach to work with the ability to organise, prioritise and plan your work independently and effectively.

You may also have:

- Experience of working in higher education;
- Experience of working in European research environment;
- Experience of the Open Science/Research Framework including activities such as Plan S and open access more generally.



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 advertised [closing date](#).

Contact information

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

[Dr Greg de Boer](#), Associate Professor

Tel: +44 (0)113 343 2607

Email: G.N.Deboer@leeds.ac.uk

Additional information

Faculty and School Information

Further information is available on the research and teaching activities of the [Faculty of Engineering & Physical Sciences](#), and the [School of Mechanical Engineering](#).

Working at Leeds

We are a campus-based community and regular interaction with campus is an expectation of all roles in line with academic and service needs and the requirements of the role. We are also open to discussing flexible working arrangements. To find out more about the benefits of working at the University and what it is like to live and work in the Leeds area visit our [Working at Leeds](#) information page.

A diverse workforce

As an international research-intensive university, we welcome students and staff from all walks of life and from across the world. We foster an inclusive environment where all can flourish and prosper, and we are proud of our strong commitment to student education. Within the Faculty of Engineering and Physical Sciences we are dedicated to diversifying our community and we welcome the unique contributions that individuals can bring, and particularly encourage applications from, but not limited to Black, Asian and ethnically diverse people; people who identify as LGBT+; and people with disabilities. Candidates will always be selected based on merit and ability.



The Faculty of Engineering and Physical Sciences are proud to have been awarded the Athena SWAN [Silver](#) Award from the Equality Challenge Unit, the national body that promotes equality in the higher education sector. Our [equality and inclusion webpage](#) provides more information.

Information for disabled candidates

Information for disabled candidates, impairments or health conditions, including requesting alternative formats, can be found under the 'Accessibility' heading on our [How to Apply](#) information page or by getting in touch by emailing HR via hr@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 page.

Salary Requirements of the Skilled Worker Visa Route

Please note that this post may be suitable for sponsorship under the Skilled Worker visa route but first-time applicants might need to qualify for salary concessions. For more information, please visit [the Government's Skilled Worker visa page](#).

For research and academic posts, we will consider eligibility under the Global Talent visa. For more information, please visit [the Government's page, Apply for the Global Talent visa](#).

