



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Research and Innovation Development Officer, Health



Salary: Grade 7 (£32,004 – £38,183 p.a.)

Reference: MHFAC1045

Closing date: 25 May 2017

Research and Innovation Development Officer – Health

Do you want to play a central role in developing multidisciplinary research collaborations across different University faculties? Would you like to work as part of a growing, dynamic business development team at the heart of the Leeds Biomedical research ecosystem? Are you able to interact with clinicians and academics from different backgrounds to turn unmet clinical needs into fundable projects?

The University of Leeds has an extensive portfolio of research that supports basic, applied, clinical and translational activity on health, 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 precision medicine, health informatics, bio-medical engineering, medical imaging, diagnostics and therapeutics. We also have significant health-related expertise in faculties such as engineering and biology, and in other inter-disciplinary 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. The University's [Health theme](#) supports the development of all of these areas, focusing especially on new inter-disciplinary and impact-oriented research opportunities.

Working with academics and other members of a Research & Innovation support network across the University, you will play a key role in supporting the development and implementation of the theme's research and innovation strategy to ensure that the best ideas and the highest quality research proposals are developed. You will help identify new sources of research income and support the development of new ideas and approaches to fund research and innovation activity.

As a highly motivated, proactive individual with research experience you will be looking to move away from the laboratory into a research development role, or build on your experience in a similar role. Working across a number of disciplines, you will be given an excellent opportunity to develop a large network and experience of biomedical research across a wide range of areas including engineering, molecular biology and informatics. A health-related research background with excellent organisational and communication skills and a willingness to travel when necessary is essential.



What does the role entail?

As a Research and Innovation Development Officer, your main duties will include:

- Developing new projects, identifying opportunities and pathways to fund research activity, via public funding sources, and bringing together cross-Faculty, multidisciplinary groups to address identified unmet clinical needs;
- Developing knowledge of a range of relevant public research and innovation funders, identifying opportunities to leverage funding and supporting the development of high quality applications;
- Assisting in managing the development of high quality research proposals, including planning timelines for proposal submissions, project managing and collating required information from project partners and investigators;
- Providing 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;
- Sharing intelligence, particularly in relation to 'yet to be announced' funding calls and supporting teams preparing to respond to these funding opportunities;
- Identifying potential industrial partners for collaborative research and commercialisation opportunities, facilitating introductions with relevant academic expertise and developing leads into transacted projects;
- Collaboratively identifying opportunities for the exploitation of new intellectual property, highlighting emerging projects;
- Providing coordinated support across the full range of business development, finance, funding support, legal and commercialisation services and ensuring compliance with University policy and processes;
- Assisting in raising the profile of the Faculty of Medicine and Health, along with other health-related research capabilities across the University.

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 and Innovation Development Officer you will have:

- A degree or relevant experience within the Health or Biomedical sector;
- A substantial working knowledge of, and experience of working with, academic researchers and funders of research, along with an understanding of the challenges related to carrying out research;
- Knowledge of how cutting edge Research and Development can be translated into new commercial innovation opportunities;
- The ability to work in a complex organisation and be effective in working across interfaces at all levels, both internally and externally;
- Excellent verbal and written communication skills, with the ability to communicate complex matters to a variety of audiences at an appropriate level and experience of assisting with large scale funding bids or a detailed knowledge of how to put together successful bids;
- Excellent interpersonal skills and a strong commitment and proactive approach to customer service;
- Excellent organisational skills and project management skills, including the ability to prioritise and balance workloads, deliver results and meet targets under pressure;
- Experience of organising and facilitating high-profile events, including stakeholder workshops and/or sandpit style events;
- Strong analytical, creative and problem-solving skills;
- The ability to work both independently and as part of a team.

You may also have:

- A postgraduate research degree in a related area;
- Experience of working for a research funding body or commercial organisation;
- Experience working on multi-disciplinary research projects;
- A project management qualification, e.g. PRINCE2;
- Some knowledge of University research and innovation best practice;
- Facilitation skills.

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

Tel: +44 (0)113 343 6050

Email: c.j.r.williams@leeds.ac.uk

Professor Pam Jones, Pro-Dean for Research & Innovation, Faculty of Medicine & Health

Tel: +44 (0)113 343 0088

Email: p.jones@leeds.ac.uk

Additional information

Find out more about the [Health Theme](#).

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 Samantha Aspinall, Head of Interdisciplinary Research Development and work closely with the leader/s of the Health Theme.

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.

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 subject to the University being satisfied with the outcome of these checks, in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information page.

