POSITION DESCRIPTION

Research, Innovation and Commercialisation
Chief Operating Officer Portfolio

Director – Innovation Precincts

POSITION NUMBER 0051852

PROFESSIONAL CLASSIFICATION SM1

STANDARD/SALARY

SUPERANNUATION Employer contribution of 17%

WORKING HOURS Full Time (1 FTE)

BASIS OF EMPLOYMENT Continuing

HOW TO APPLY Go to http://about.unimelb.edu.au/careers, under Current staff or Prospective staff, select the relevant option (‘Current Opportunities’ or ‘Jobs available to current staff’) and search for the position by title or number.

CONTACT FOR ENQUIRIES ONLY We have engaged SHK Asia Pacific to source and screen candidates for this role. For further information you can reach out to:
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For information about working for the University of Melbourne, visit our website: about.unimelb.edu.au/careers
ACKNOWLEDGEMENT OF COUNTRY
The University of Melbourne acknowledges the Traditional Owners of the unceded land on which we work, learn and live: the Wurundjeri Woi Wurrung and Bunurong peoples (Burnley, Fishermans Bend, Parkville, Southbank and Werribee campuses), the Yorta Yorta Nation (Dookie and Shepparton campuses), and the Dja Dja Wurrung people (Creswick campus).
The University also acknowledges and is grateful to the Traditional Owners, Elders and Knowledge Holders of all Indigenous nations and clans who have been instrumental in our reconciliation journey.
We recognise the unique place held by Aboriginal and Torres Strait Islander peoples as the original owners and custodians of the lands and waterways across the Australian continent, with histories of continuous connection dating back more than 60,000 years. We also acknowledge their enduring cultural practices of caring for Country.
We pay respect to Elders past, present and future, and acknowledge the importance of Indigenous knowledge in the Academy. As a community of researchers, teachers, professional staff and students we are privileged to work and learn every day with Indigenous colleagues and partners.

THE UNIVERSITY OF MELBOURNE
Established in 1853, the University of Melbourne is a leading international university with a tradition of excellence in teaching and research. The main campus in Parkville is recognised as the hub of Australia’s premier knowledge precinct comprising eight hospitals, many leading research institutes and a wide-range of knowledge-based industries. With outstanding performance in international rankings, the University is at the forefront of higher education in the Asia-Pacific region and the world.

The University of Melbourne employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.

Find out more about the University's strategy, ‘Advancing Melbourne’, at https://about.unimelb.edu.au/strategy/advancing-melbourne

CHIEF OPERATING OFFICER PORTFOLIO
The Chief Operating Officer (COO) Portfolio enables quality outcomes for students, staff and partners by delivering University-wide services and operational support to meet the organisation's evolving needs and strategic goals. The portfolio also works in partnership with teams across the University to drive innovation, transformation and improved performance, within and across functions. It is responsible for functions relating to the University’s finances, property, technology, legal and risk management, student and academic support, research and innovation services, operational performance, business services and sustainability.

The COO Portfolio is comprised of seven sub- portfolios:

- Business Services
- Chief Finance Officer Group
- Legal and Risk
- Office of the COO
- Operational Performance Group
- Research, Innovation and Commercialisation
- Student and Scholarly Services

RESEARCH, INNOVATION AND COMMERCIALISATION

RIC is a specialist team dedicated to enabling the University's research and enterprise mission working closely with our academics, professional colleagues, industry partners, funding agencies and government agencies. We have a passion to see our academics and their collaboration partners succeed, achieve research excellence and translate their discoveries into real-world innovation and impact. RIC operates University-wide across all ten Faculties and Chancellery. At a high level our capabilities include:

- Strategic relationship development with Industry partners, including Innovation Precincts
- Business development, research marketing and communications, intellectual property management and technology transfer mechanisms in partnership with the investment community
- Proposal funding submission and post-award support including contracts and research accounting from a wide range of funders. Specialized services for larger schemes such as MRFF, ARC and NHMRC Centres, ITRPs and CRCs and international programs.
- Research ethics, integrity, governance and quality
- Research infrastructure asset management
- Training and development programs for academic and professional staff

We aspire to service excellence every single day and creating an innovative, positive culture where feedback is valued, success is recognised and the University comes first in decision-making. We value big thinking on a global scale, attention to detail and care about our researchers’ success, the personal development of our team members and ensuring RIC is a great place to work at the University.

INNOVATION PRECINCTS

Strongly aligned to its Advancing Melbourne 2030 Strategy, the University of Melbourne is developing a network of globally significant new precincts to foster University-Industry collaboration for innovation. Each precinct places highest calibre research, industry, entrepreneurs, higher-degree students and other elite thinkers in a co-located and purposeful setting designed to drive impact and foster the development of new technologies, ways of working and solutions that are socially responsible and addressed to the major challenges of our time. Innovation precincts bring together multiple dimensions of applied research, industry partnerships, novel education and workforce development offerings connected into growth sectors, innovation, commercialisation and new company formation, and community engagement.
Innovation Precincts are a new model and major platforms for industry engagement at the University. Each precinct will be a collaborative hub for researchers, industry, and government, functioning as a network and connected to Melbourne and the region more broadly. The University’s innovation precincts network draws on existing experience with the Melbourne Biomedical Precinct and Melbourne Arts Precincts and encompasses the purpose-built new innovation precincts at Melbourne Connect and soon to be established Fishermans Bend, with new medical innovation precincts in planning.

EQUAL OPPORTUNITY, DIVERSITY AND INCLUSION

The University is an equal opportunity employer and is committed to providing a workplace free from all forms of unlawful discrimination, harassment, bullying, vilification and victimisation. The University makes decisions on employment, promotion and reward on the basis of merit.

The University is committed to all aspects of equal opportunity, diversity and inclusion in the workplace and to providing all staff, students, contractors, honorary appointees, volunteers and visitors with a safe, respectful and rewarding environment free from all forms of unlawful discrimination, harassment, vilification and victimisation. This commitment is set out in the University’s People Strategy 2015-2020 and policies that address diversity and inclusion, equal employment opportunity, discrimination, sexual harassment, bullying and appropriate workplace behaviour. All staff are required to comply with all University policies.

The University values diversity because we recognise that the differences in our people’s age, race, ethnicity, culture, gender, nationality, sexual orientation, physical ability and background bring richness to our work environment. Consequently, the People Strategy sets out the strategic aim to drive diversity and inclusion across the University to create an environment where the compounding benefits of a diverse workforce are recognised as vital in our continuous desire to strive for excellence.

ABOUT THE ROLE

Position Purpose:
The Director Innovation Precincts is a member of the Innovation and Enterprise (I&E) portfolio of RIC. I&E supports the successful delivery of large, complex grant schemes and major funding opportunities (both non-competitive and competitive), as well as interdisciplinary translational research and enterprise initiatives involving multiple parties, including industry partners, granting bodies, advocacy groups and government. Current focus areas include major grant schemes such as the Medical Research Future Fund (MRFF), Cooperative Research Centre (CRC), Industrial Transformation Research Program (ITRP) and Centre of Excellence (CoE) schemes, as well as the newly established Breakthrough Victoria Fund and other major bids and tenders; Melbourne Connect precinct development (and subsequent innovation precinct developments); the identification, establishment, growth and management of major whole-of-University strategic partnerships; and economic impact directed initiatives pursued jointly with government. I&E is also looking after the industry funding and business development for the university.
The Director Innovation Precincts works to establish a thriving innovation ecosystem within the University’s precincts that will deliver significant impact benefits to the University and wider economic spill-over benefits to the Victorian economy via new company formation, job creation, and community engagement. The Director Innovation Precincts recruits internal and external partners (through commercial tenancy and other partnership models) to the precincts, leads the design and delivery of programs and services designed to deliver an excellent co-located partner experience, and facilitates and fosters collaboration within and between each precinct the University and our networks. The role’s purpose is to grow value for the University and co-located external partners through collaboration on research translation, student experience and teaching and learning engagement in order to drive innovation and new solutions, and grow revenue streams for the University.

Reporting to the HEAD OF ENTERPRISE PARTNERSHIPS & INNOVATION, the incumbent will develop and implement the research collaboration, tenancy and partnership strategies for the University’s innovation precincts, with the focus on filling all University of Melbourne commercial tenancies across the Precinct portfolio, including Fisherman’s Bend, Australian Institute Infectious Disease (AIID), Aikenhead Centre for Medical Discovery (ACMD), and in time the future Arden Precinct. The role will also involve ensuring delivery of our partnership services for our valued existing tenants at our established precinct Melbourne Connect, and as a priority to develop the future partnership model for Fishermans Bend Campus.

The Director Innovation Precincts leads a small team embedded with the Melbourne Connect Liaison Office and is supported by the Innovation and Enterprise team RIC, collaborating closely on the University’s industry strategic partner engagement and missions where these involve co-location in the innovation precincts. The incumbent works closely with cognate academic divisions, Chancellery Research and Enterprise and industry peak bodies and government to recruit industry partners, create and foster an innovation ecosystem, and deliver collaboration and innovation development in the precincts.

Reporting line: HEAD OF ENTERPRISE PARTNERSHIPS & INNOVATION
No. of direct reports: 3-6
No. of indirect reports: 0
Direct budget accountability: 0

Key Dimensions and Responsibilities:
Task level: Extensive
Organisational knowledge: Extensive
Judgement: Extensive
Operational context: University wide and extensive external industry engagement

OH&S and compliance: All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct. These include general staff responsibilities and those additional responsibilities that apply for managers, supervisors and other personnel. Specific responsibilities for the role are available at http://safety.unimelb.edu.au/topics/responsibilities/.
Staff must comply with all relevant requirements under the University’s risk management framework including legislation, statutes, regulations and policies.

**Core Accountabilities:**
Reporting to the HEAD OF ENTERPRISE PARTNERSHIPS & INNOVATION (the Supervisor) and working with and Executive Director or their equivalent for each innovation precinct, the responsibilities of the Director Innovation Precincts may include, but are not limited to:

- Establish a thriving innovation ecosystem for the University’s precincts to facilitate and foster collaboration within and between each precinct, the University and our networks.

- Curate and facilitate participation in the precinct from a diverse and coherent mix of stakeholders for applied research, industry partnerships, novel education and workforce development offerings connected into growth sectors, innovation, commercialisation and new company formation, and community engagement.

- Identify and convene diverse internal and external capabilities, expertise and organisational partners to create significant new collaboration opportunities, for example aligned to the University’s missions.

- Refine and advocate the value proposition of the University’s innovation precincts as a network and individual precincts. Working with cognate academic disciplines and other stakeholders as appropriate, facilitate and co-design the target external partner profile and partnership services engagement models for new innovation precincts.

- **Develop and lead the recruitment of partners to the commercial leasing spaces of the University’s innovation precincts, with focus including Melbourne Connect, Fishermans Bend, ACMD and AIID.**

- Develop, champion and monitor tenant-partner practices and behaviours to establish and promote productive collaboration with the University and facilitate open innovation.

  **In general**

- Contribute to a deal team approach by the Innovation & Enterprise team in support of strategic partners and mission initiatives.

- Support commercial engagement culture change through promoting new ways of working with customers and clients.

- Any other duties as directed by the Supervisor.

**Selection Criteria:**

**Education/Qualifications**

1. The appointee will have: relevant postgraduate tertiary qualifications and demonstrated experience and expertise or an equivalent combination of relevant experience and education/training.
Knowledge and skills:
1. Substantial experience and record of achievement at a senior level within the research/higher education sector and/or public sector, building long-term partnerships with industry, government and the NGO sectors.
2. Substantial experience and track record in knowledge diffusion, research translation for policy, practice and commercialisation outcomes, and industry experience with company formation and early enterprise development.
3. Exceptional relationship building skills, able to establish and foster trust between parties, catalysing and facilitating long term, productive collaborations leading to deeper and broader engagement.
4. Outstanding experience and track record as a boundary spanner able to communicate and work effectively across disciplines and across internal and external organisation boundaries for productive collaborative outcomes.
5. Demonstrated and substantial experience with leasing in a commercial context.
6. Knowledge and understanding of the University’s strategy and operational context, particularly as it relates to university-industry engagement strategy, missions, and major projects.
7. A proactive approach to business development and experience and record of achievement for strategic growth opportunities.
8. Outstanding interpersonal and communication skills, with demonstrated ability to: represent the University to external stakeholders and audiences at the senior executive level; lead, direct and influence others; build and maintain effective and productive relationships with a wide variety of internal and external groups.
9. Demonstrated ability to work independently and as part of a team in a complex matrix management structure.

Other job-related information:
Travel and occasional work out of ordinary hours may be required.