### POSITION DESCRIPTION

- **Position Title:** Research Partnership Manager (Life Sciences)
- **Organisation Unit:** Institute for Molecular Bioscience
- **Position Number:** 3041334
- **Type of Employment:** Fixed Term (12 months)
- **Classification:** HEW Level 9

### THE UNIVERSITY OF QUEENSLAND

The University of Queensland (UQ) contributes positively to society by engaging in the creation, preservation, transfer and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff and alumni. For more than a century, we have educated and worked with outstanding people to deliver **knowledge leadership for a better world**.

UQ ranks in the world’s top universities, as measured by several key independent ranking, including the Performance Ranking of Scientific Papers for World Universities (43), the US News Best Global Universities Rankings (45), QS World University Rankings (48), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (69). UQ again topped the nation in the prestigious Nature Index, and our Academic Ranking of World Universities result in the field of Life and Agricultural Sciences is the highest in Australia at 20.

UQ has an outstanding reputation for the quality of its teachers, its educational programs and employment outcomes for its students. Our students remain at the heart of what we do. The UQ experience – the UQ Advantage – is distinguished by a research enriched curriculum, international collaborations, industry engagement and opportunities that nurture and develop future leaders. UQ has a strong focus on teaching excellence, winning more national teaching excellence awards than any other in the country and attracting the majority of Queensland’s highest academic achievers, as well as top interstate and overseas students.

UQ is one of Australia’s Group of Eight, a charter member of edX and a founding member of Universitas 21, an international consortium of leading research-intensive universities.

Our 50,000-plus strong student community includes more than 13,000 postgraduate scholars and more than 12,000 international students from 144 countries, adding to its proud 240,000-plus alumni. The University has about 7,000 academic and professional staff and a $1.8 billion annual operating budget. Its major campuses are at St Lucia, Gatton and Herston, in addition to teaching and research sites around Queensland and Brisbane city.

The University has six Faculties and four University-level Institutes. The Institutes, funded by government and industry grants, philanthropy and commercialisation activities, have built scale and focus in research areas in neuroscience, biomolecular and biomedical sciences, sustainable minerals, bioengineering and nanotechnology, as well as social science research.
UQ has an outstanding track-record in commercialisation of our innovation with major technologies employed across the globe and integral to gross product sales of $11billion+ (see http://uniquest.com.au/our-track-record).

UQ has a rapidly growing record of attracting philanthropic support for its activities and this will be a strategic focus going forward.

Organisational Environment

The University of Queensland’s Institute for Molecular Bioscience (IMB) is a leading global life sciences research institute committed to improving quality of life through research. IMB was established in 2000 as UQ’s first research institute and is the cornerstone of one of the largest bioscience research precincts in Australia.

The Institute is home to more than 450 researchers, postgraduate students and support staff from more than 40 countries who work in partnership with their academic, industry and clinical colleagues around the world to advance knowledge in areas including pain, rare diseases, inflammation, superbug infection, cardiovascular disease, environmental research, drug discovery and development, cancer, diabetes and obesity, and reproductive health. Our mission is to drive the bioeconomy and create better health; our vision is to be a life sciences institute with global impact.

By investigating how we grow and develop at the genetic, molecular, cellular and organ levels, IMB researchers can better understand the development processes and pathways involved in human and animal health and disease. The institute also has the technical capacity to translate its new knowledge into drugs, diagnostics and technologies to more effectively prevent, detect and treat disease; and pursue opportunities in a range of biotechnology applications for health, industry and the environment.

IMB’s research outcomes are protected and commercialised by UQ-owned technology transfer group UniQuest.

Information for Prospective Staff

The Institute recognises and values equity and diversity, and encourages applications from any individual who meets the requirements of this position irrespective of gender, sexuality, race, ethnicity, religion, disability, age or other protected attributes.

IMB strives to provide an inclusive working environment, and along with the University is committed to supporting staff with family and caring responsibilities by providing policies, programs and initiatives to help balance work and family responsibilities.

Specific initiatives at IMB can be found at (https://imb.uq.edu.au/about/equity-and-diversity-imb)

Further information about life at UQ including staff benefits, relocation and UQ campuses is available at - http://www.uq.edu.au/current-staff/working-at-uq
DUTY STATEMENT

Primary Purpose of Position

The Research Partnership Manager (RPM) is a part of the broader UQ Research Partnerships team and will focus on identifying new external partners and opportunities for IMB research. The RPM will develop strong and robust external and strategic relationships with relevant industry sectors and government. The RPM will also work with the broader UQ-wide RPM network to generate new research partnerships that access leveraged industry-facing funding schemes. The RPM will assist with negotiating agreements that secure existing and new industry and government funding streams into the IMB.

As an expert in a relevant discipline, the incumbent will operate as a key interface between the University and external partners. The RPM will identify and supporting new collaborative research funding opportunities with the public and private sectors, particularly, industry and Government. The RPM will drive complex negotiations and close significant funding opportunities for IMB and UQ. The incumbent will work with other Research Partnership Managers with a diverse range of sector expertise to facilitate the attainment of the University’s research partnership goals. The IMB RPM will need to align with the life sciences sector.

Duties

Duties and responsibilities include, but are not limited to:

- Assist to establish and drive new partnerships and develop existing partnerships to sustain and grow research funding streams in the IMB (competitive funding, research contracts and business) from academic and non-academic research partners including but not limited to such initiatives as CRC-Ps, ARC Linkages, State Government initiatives, industry supported schemes such as ARC research hubs, training centres, etc.
- Develop knowledge of the strategic aims, research capabilities and activities within the IMB and identify opportunities to exploit its research endeavours for research partnerships working closely with UQ’s commercialisation company, UniQuest.
- Leverage strong relationships and networks with external industry sectors to facilitate outcomes for the IMB and drive new income streams.
- Be aware and leverage national and international funding sources to develop research partnerships with non-academic sectors.
- Support academic staff in business engagement and build awareness and understanding of key industrial and research strategies that benefit IMB, the University, State and region.
- Foster and maintain strong strategic and value-adding relationships and networks across the University.
- Understand key trends across end-user sectors, identify and manage emerging issues and implement strategies to generate solutions to increase research funding opportunities for the IMB.
- Develop and write business cases for a range of stakeholders to drive research income, including industry, government and external partner group to support knowledge exchange and drive revenue.
- Assist researchers with research budget preparation, consistent with the University’s Recovery of Indirect Costs from Research Funding and Consultancies policy.
- Successfully negotiate substantial contracts and complex knowledge exchange business development initiatives on behalf of the University.
• Support post-contractual research administration, liaising with academic and professional staff in the relevant organisational units to support contract execution, contractual milestone and schedule completion and other researcher obligations.

• Engage with Research Partnership Managers, or equivalents, in other Faculties/Institutes and work collegiately to assure the University achieves its targets and realises identified opportunities.

• Collaborate with UniQuest to ensure that knowledge exchange is effectively integrated with the requirements and opportunities in the end-user community.

Other
Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:

• the University’s Code of Conduct

• requirements of the Queensland occupational health and safety (OH&S) legislation and related OH&S responsibilities and procedures developed by the University or Institute/School

• the adoption of sustainable practices in all work activities and compliance with associated legislation and related University sustainability responsibilities and procedures

• requirements of the Education Services for Overseas Students Act 2000, the National Code 2007 and associated legislation, and related responsibilities and procedures developed by the University

It is not the intention of the position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position. The position description may be altered in accordance with the changing requirements of the role.

Organisational Relationships

The position reports to the Deputy Director (Operations & Strategy).

There are no direct reports to this position.
SELECTION CRITERIA

**Essential**

- Postgraduate qualifications in business, law, life sciences or a relevant discipline and/or knowledge gained through relevant experience.
- Outstanding track record of achievement in developing and closing research funding opportunities including research partnerships (grant, contract, collaborative, consulting).
- Strong understanding of relevant legal agreements, including MTAs, CDAs, research agreements and inter-institutional agreements.
- Demonstrated ability to achieve substantial revenue targets and key performance indicators.
- Proactive and motivated with demonstrated value-add networks and revenue channels, and strong stakeholder and relationship management skills to foster and grow external networks.
- Demonstrated strong analytical and problem solving skills, with the ability to use innovative thinking when developing a robust approach or finding solutions to problems.
- Superior negotiation skills and persuasive communication skills.
- Demonstrated experience in developing and writing business case for industry, government and external partner audiences.
- Demonstrated ability to work independently and as part of a team.

**Desirable**

- Understanding of leveraging nationally/state-funded, research-based initiatives and programs.
- Experience in working with researchers in an academic environment to develop partnerships and working to tight deadlines in pressured situations.
- Experience and/or knowledge of research funding post-award management.
- Significant experience in a relevant industry sector aligned with the Institute’s research strengths.
- Experience in developing and securing international funding sources.

The University of Queensland values diversity and inclusion and actively encourages applications from those who bring diversity to the University. Please refer to the University’s Diversity and Inclusion webpage (http://www.uq.edu.au/equity) for further information and points of contact if you require additional support.