## Position Description

### Senior Business Development Manager

<table>
<thead>
<tr>
<th>Position Level</th>
<th>Senior Appointment</th>
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<tbody>
<tr>
<td>Faculty/Division</td>
<td>Dean’s Unit, Faculty of Science</td>
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<tr>
<td>Position Number</td>
<td>00100370</td>
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<td>Original document creation</td>
<td>December 2021</td>
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### Position Summary

Working with the Faculty of Science and externally to UNSW, the Senior Business Development Manager will drive the Faculty’s efforts to create, develop, maintain and leverage external strategic relationships with relevant industry sectors, end users and government. They will identify and create new business opportunities for researchers, particularly in biomedical translational research. They will use strong internal relationships across both the Faculty and the University to generate new engagement and knowledge exchange pathways, consult on arrangements for Science and achieve key revenue targets. As an expert in translational science with a particular focus on biomedical sciences, the incumbent will work closely with Faculty Leadership and research leaders to develop and implement the translational strategy. They will also provide an interface between the Faculty and external partners and will drive significant partnerships benefiting UNSW Science, industry, and society. The role will engage with key stakeholders, researchers and academics to provide strategic support, coaching and guidance to promote knowledge exchange and specific initiatives. The role has key relationships within the Faculty Executive, the UNSW Knowledge Exchange team, Enterprise Legal, and across the Division of Research & Enterprise.

This position reports to the Faculty Executive Director, has a dotted reporting line to the relevant Knowledge Exchange Business Partner, and works closely with the Associate Dean Enterprise & Engagement. The position will have line management responsibility for at least one Business Development Manager, and is supported by a Business Development Support Officer.

### Accountabilities

Specific accountabilities for this role include:
Internally:

- Lead the Faculty’s Business Development team, with its particular focus on opportunity sourcing and lead generation.
- Guide the Business Development Team in establishing and developing strong relationships and networks across the Faculty to understand technical and knowledge exchange capability, identify new entrepreneurial opportunities for the Faculty and the potential for industry engagement.
- Under the guidance of the Faculty’s Executive and Research leaders and in collaboration with colleagues in Knowledge Exchange, develop a translational strategy for UNSW Science.
- Provide leadership, expert advice, support and guidance to the Faculty to build capability and engagement with Knowledge Exchange and create partnership opportunities.
- Guide the Faculty’s Business Development team in identifying and involving Knowledge Exchange (KE) colleagues in managing new intellectual property (IP) developed by Science colleagues.
- Oversee the implementation of a detailed annual plan and budget to achieve key performance targets in the Faculty’s industry engagement and knowledge exchange strategy.
- Design, initiate and manage projects and events for industry engagement in line with the Faculty targets.
- Oversee effective policy and procedural documents related to industry engagement, ensuring they align with relevant rules, policies and procedures of the University.

Externally:

- Lead the Faculty’s business development team in sourcing new knowledge exchange and technology transfer opportunities for Science. This will include promoting the Faculty’s portfolio of capabilities and channels to external partners to drive knowledge exchange revenue, engagement and impact. Proactively seek and identify new opportunities to grow and develop businesses opportunities both within Australia and internationally as the Faculty’s subject matter lead for biomedical and biotechnological sciences, including RNA research and development.
- Successfully manage business partnerships on behalf of Science, in collaboration with KE colleagues and the Associate Dean Enterprise & Engagement.
- Facilitate IP negotiations between the University KE team and partner organisations.
- Leverage strong relationships and networks with external industry sectors to facilitate new relationships and outcomes for the Faculty.
- Understand key trends across end-user sectors, particularly in biotechnology and biomedical industries but more generally as well. Identify and manage emerging issues, and lead the design and implementation of strategies to generate solutions.
- Lead the Faculty’s support for the University KE team’s initiatives to drive new knowledge exchange opportunities.

General:

- Oversee regular management reporting to identify achievement against KPIs, ROI on business development activity and take appropriate actions.
- Be accountable for the successful achievement of business development and commercialisation initiatives, through collaborations with Science schools and centres and UNSW Divisions.
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 for Science.

Align with and actively demonstrate the UNSW Values in Action: Our Behaviours and the UNSW Code of Conduct.

Cooperate with all health and safety policies and procedures of the university and take all reasonable care to ensure that your actions or omissions do not impact on the health and safety of yourself or others.

Skills and Experience

- Tertiary qualification in a STEM discipline and relevant experience in knowledge exchange or research translation, with a particular focus on biotechnology and/or biomedical sciences. Postgraduate science qualifications are highly desirable.
- Outstanding track record of achievement in developing and closing technology and R&D related business arrangements including research partnerships (contract, collaborative, consulting) both at national and international levels.
- Significant experience and value-add networks in a relevant industry sector aligned with UNSW Science research strategic strengths and priorities. Experience in research translation or knowledge exchange in biotechnological or biomedical sciences is essential; experience in climate and/or environmental sciences, marine sciences, material science, data science, machine learning and/or AI are advantageous.
- Experience in leading strategic and operational planning in relation to research and managing related projects.
- Demonstrated ability to lead a team, and to work both collaboratively and independently to achieve substantial revenue targets and key performance indicators.
- Proactive and motivated with strong relationship management skills and the capacity to engage with a diverse range of stakeholders.
- Outstanding negotiation and influencing skills, including an ability to exercise initiative, tact and discretion when dealing with highly sensitive and confidential matters.
- Demonstrated experience in developing and writing successful business case for industry, government and external end user partner audiences.
- An understanding of and commitment to UNSW’s aims, objectives and values in action, together with relevant policies and guidelines.
- Knowledge of health and safety responsibilities and commitment to attending relevant health and safety training.
- Ability and capacity to implement required UNSW health and safety policies and procedures.

About this document
This Position Description outlines the objectives, desired outcomes, key responsibilities, accountabilities, required skills, experience and desired behaviours required to successfully perform the role.

This template is not intended to limit the scope or accountabilities of the position. Characteristics of the position may be altered in accordance with the changing requirements of the role.