POSITION DESCRIPTION

Manager, Launch Partnerships and Innovation

Position Level  
Level 9  

Faculty/Division  
UNSW Canberra (ADFA)  

Position Number  
00098370  

Original document creation  
15/02/2021  

Position Summary

Working in a fast-paced and dynamic environment in the UNSW Canberra City campus team, the Manager of Launch Partnerships and Innovation is responsible for the development and delivery of a defence and security innovation hubs known as Launch. The incumbent will develop, maintain and leverage robust external and strategic relationships, and use strong internal relationships across the University to generate connections, opportunities and initiatives with Launch collaborators, negotiate deals for the University and achieve growth targets for the new campus development. The incumbent will operate as a key interface between the University and current and future Launch collaborators. The role will engage with internal and external stakeholders, including the Canberra Innovation Network, to manage all aspects of the Launch community.

The Manager of Launch Partnerships and Innovation reports to the Program Manager, UNSW Canberra City.

Accountabilities

Specific accountabilities for this role include:

- Fostering and maintaining strong relationships and networks across UNSW Sydney, UNSW Canberra, the Launch and the defence and security community.

- Build capability to increase the number of academics, students and support staff engaged in Launch initiatives.

- Providing strong advocacy to promote the UNSW innovation strategies and the UNSW Launch brand.
• Proactively seeking and identifying new opportunities to grow and develop businesses opportunities at Launch on Northbourne, Launch Canberra City and future innovation and Launch activities.

• Managing licence agreements, negotiations and the governance of Launch.

• Understanding key trends in defence and security sector as it relates to innovation, identifying and managing emerging issues, and implementing strategies to generate solutions.

• Leverage current relationships to develop future partnership opportunities for the University and Launch collaborators

• Lead and engender collaborative relationships whilst synthesising previous education and knowledge to effectively provide advice, guidance, and initiatives.

• Responsible for developing or implementing systems, services or programs (including priorities, policies and procedures) within the UNSW Canberra City campus team,

• 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 & safety of yourself or others.

**Skills and Experience**

• A relevant tertiary qualification and extensive management experience in Institutional Management/support services/development role, preferably within a Defence, research, innovation or educational organisation.

• Evidence of success in establishing, cultivating and maintaining high level relationships, with the ability to influence key internal and external stakeholders.

• Demonstrated ability to establish sales strategies and drive new business.

• Excellent organisational and time management skills with the ability to work on several projects in an efficient manner.

• An appreciation for start-ups, SMES, research commercialisation and Canberra’s innovation and higher education sector

• Knowledge of health and safety responsibilities and commitment to attending relevant health and safety training.

**Pre-employment checks required for this position**

• Qualification Check

• Criminal History Check

• Identification Check

**Security Clearance**

• UNSW Launch support the defence and security industries. The preferred applicant maybe be required to successfully undergo the security clearance vetting process at a specified clearance level.
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.