

SENIOR DIRECTOR – NEW VENTURES AND INVESTMENTS

DEPARTMENT/UNIT	Monash Innovation
FACULTY/DIVISION	Office of the Deputy Vice-Chancellor and Senior Vice-President (Enterprise and Engagement)
CLASSIFICATION	Executive Manager
DESIGNATED CAMPUS OR LOCATION	Clayton campus

ORGANISATIONAL CONTEXT

At [Monash](#), work feels different. There's a sense of belonging, from contributing to something ground-breaking – a place where great things happen. You know you're part of something special and purposeful because, like Monash, your ambitions drive you to make change.

We have a clear purpose to deliver ground-breaking intensive research; a world-class education; a global ecosystem of enterprise – and we activate these to address some of the [challenges](#) of the age, Climate Change, Thriving Communities and Geopolitical Security.

We welcome and value difference and [diversity](#). When you come to work, you can be yourself, be a change-maker and develop your career in exciting ways with curious, energetic, inspiring and committed people and teams driven to make an impact – just like you.

We champion an [inclusive workplace culture](#) for our staff regardless of ethnicity or cultural background. We have also worked to improve [gender equality](#) for more than 30 years. Join the pursuit of our purpose to build a better future for ourselves and our communities – [#Changelt](#) with us.

The Portfolio of the **President and Vice-Chancellor** is responsible for: high level coordination and advice to the President and Vice-Chancellor; encompassing leadership in the management and delivery of institutional planning, policy and performance functions, including the Monash Commission, Strategic Communications, Internal Audit, and Quality and Policy; managing the committees advising the President and Vice-Chancellor; oversight of continual improvement activities, major initiatives/projects and other activities in relation to the implementation of the University's Strategic Plan.

The Office of the **Deputy Vice-Chancellor and Senior Vice-President (Enterprise and Engagement)** provides University-wide strategic support for industry partnerships, commercialisation, industry engagement, government relations, innovation and entrepreneurship, employability and work experience, to provide a focus for achievement of the 'Enterprise' goal, of the four key goals of the Monash University strategic plan - [Impact 2030](#).

Monash Innovation, under the leadership of the Chief Commercialisation Officer within the Portfolio of the DVC & SVP (Enterprise and Engagement) oversees the commercialisation and entrepreneurship ecosystem at Monash University. Monash Innovation's mission is to drive commercialisation strategies and implementation across the University. It ensures Monash is recognised as a global leader in commercialisation and entrepreneurship and delivers a return to Monash through social and economic impact. Commercialisation outcomes are a key objective within the University's 2030 strategy: Impact 2030, putting Monash Innovation at the heart of the next stage of commercialisation transformation at Monash.

Monash Innovation oversees the University's commercialisation, start-up and entrepreneurship activity, ensuring alignment between the University and the activities within Monash Investment Holdings Pty Ltd (MIH). MIH is a University-controlled entity that invests and holds equity in companies that are commercialising University-owned intellectual property. MIH has directly invested over \$10M into spinouts over the past five years and the current portfolio consists of 32 companies and is projected to grow considerably.

The University has a strong vision to support Monash-affiliated start-ups by building a supportive ecosystem to address their specific needs, enabling them to thrive. A pivotal component of this vision is the University's ability to directly invest in its high-impact ventures via a \$15m pre-seed investment fund established in conjunction with Breakthrough Victoria (BV). The mission of the pre-seed fund is to bridge the gap between cutting-edge university research and commercialisation by identifying, nurturing and advancing proof of concept projects, fostering pre-seed, seed, or venture capital opportunities while promoting a culture of research translation. This will grow existing investment activities and feed into the growing support offered to Monash spin-out companies.

POSITION PURPOSE

The position of **Senior Director, New Ventures and Investments** leads the investment and associated support for a growing portfolio of spinouts and start-ups at Monash. This encompasses both direct investments from Monash and tailored assistance to navigate the challenges experienced by newly created ventures, thereby accelerating their establishment and growth.

This position will lead direct investments into companies, including the management of the pre-seed fund, as well as establish best practice policies, processes and mechanisms of new venture support related to the growing Monash investment portfolio. This position is expected to develop strong working relationships with the commercialisation team at Monash Innovation, collaborating to actively identify, evaluate and develop a pipeline of investment opportunities for the fund. Working closely with colleagues at the Generator, the position will be a key contributor to the design and launch of services to strengthen the success of Monash-affiliated start-ups which will significantly contribute to the University's wider entrepreneurship ecosystem.

In addition, the position also provides expert new venture advice at both strategic and operational levels to internal and external spinout stakeholders.

The position will also be responsible for the management and reporting of the (MIH) investment portfolio including presenting investment recommendations to the MIH Board.

Reporting Line: The position reports to the Chief Commercialisation Officer who will provide broad direction, working with considerable autonomy

Supervisory Responsibilities: This position provides direct supervision to three staff

Financial Delegation: Yes, in accordance with the University delegations schedule

Budgetary Responsibilities: The position is responsible for managing a budget of up to \$1M of operational expenditure, financial investment of \$5-7M p.a. and an investment portfolio valued on paper at \$30M+ and growing

KEY RESPONSIBILITIES

1. Lead the strategy and management for New Ventures and Investments on behalf of the University, including overseeing the pre-seed investment fund, MIH's investment portfolio and management of the New Ventures and Investment function
2. Establish and lead the Monash pre-seed investment fund including overseeing governance, policy and procedures (due diligence, risk, compliance), investment deals, systems, evaluation and post-deal management
3. Responsible for ongoing portfolio management for the pre-seed fund and the MIH equity portfolio including governance, risk, compliance, quality assurance and reporting to various stakeholders. Strengthen financial rigour to ensure best practice in portfolio management
4. Lead, manage and be accountable for the performance of the New Ventures and Investment team, providing the strategic direction on balancing risk and reward in venture investing. This includes managing a highly skilled team of professionals, overseeing budgets and resourcing and ensuring alignment with University policies, procedures and strategic priorities
5. Lead and direct a supportive work environment of continuous review and improvement of business practices, operational processes and service provision relevant to New Ventures and Investments
6. Oversee evaluation and reporting for New Ventures and Investment, including establishing reporting systems, and preparing reports and business cases for a wide variety of senior stakeholders based on robust commercial and regulatory rationale, with key assumptions and risks clearly articulated
7. Represent Monash as an MIH Nominee Director for selected portfolio companies
8. Work closely with business development and commercialisation colleagues to support the operational deal development and transaction requirements of spinning out a new company
9. Work collaboratively across Monash Innovation (commercialisation and the Generator) to design and launch services to strengthen the success of Monash-affiliated start-ups. This includes follow-on funding pathways, mentor partnering and access to investor and professional services networks
10. Provide leadership through the provision of expert strategic and operational advice and guidance to key internal stakeholders, as well as proactively mentoring and supporting start-ups emerging at Monash
11. Proactively contribute to Monash Innovation's leadership team by fostering a culture of entrepreneurship and innovation and providing high-level input on strategic opportunities and priorities, as well as corporate management and governance issues
12. Initiate, develop and manage strong partnerships and strategic alliances across the wider investment and venture capital community as well as with key stakeholders within Monash to drive quality deal flow and attract investment into Monash spinouts

13. Other duties as directed from time to time include representing MI on a range of committees, reviews and working groups as required

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
 - a relevant postgraduate qualification and extensive experience at a senior level within a research translation and/or investment environment; or
 - an equivalent combination of relevant experience and education/training.

Knowledge and Skills

2. Significant experience in the deep tech/life sciences start-up value chain including opportunity analysis and deal structuring in early-stage and mid-stage companies
3. Demonstrated experience in portfolio management: managing multiple shareholdings in deep tech/life sciences ventures, including recommending new and follow-on investments, governance, and negotiating equity transactions
4. Demonstrated extensive experience in leading, motivating and developing a high-performing team to deliver service excellence and continuous improvements
5. Outstanding interpersonal and communication skills to build collaborative relationships and networks with the ability to negotiate, influence and build consensus at senior levels and with diverse stakeholders on complex, contentious ideas
6. A track record of exceptional commercial acumen with a proven ability to provide authoritative technical and policy advice for new ventures and investments at the highest levels. This includes an excellent understanding of the investment environment and drivers both in Australia and internationally
7. Exceptional verbal and written presentation skills, with the ability to produce clear, well-defined reports and documents for a broad range of audiences
8. Outstanding strategic planning and organisational skills, with experience in establishing priorities, allocating resources and meeting deadlines while working under pressure in a large, complex organisation
9. Exceptional investigative, analytical and conceptual skills including high attention to detail with the ability to identify emerging issues and potential risks as well as the demonstrated ability to quickly assimilate new concepts and information and deliver positive, innovative solutions

OTHER JOB RELATED INFORMATION

- Travel to other campuses of the University may be required
- There may be a requirement to work additional hours from time to time
- There may be peak periods of work during which taking of leave may be restricted
- This position will require a successful National Police Record and Finance check

GOVERNANCE

Monash University expects staff to appropriately balance risk and reward in a manner that is sustainable to its long-term future, contribute to a culture of honesty and integrity, and provide an environment that is safe, secure and inclusive. Ensure you are aware of and adhere to University policies relevant to the duties undertaken and the values of the University. This is a standard which the University sees as the benchmark for all of its activities in Australia and internationally.

