

## Position Description

**Position Title:** Director, Development

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<b>Position No:</b>	NEW
<b>Business Unit:</b>	Office of the DVC Research and Industry Engagement
<b>Division:</b>	Office of the PVC Industry Engagement
<b>Department:</b>	Australian Centre for Artificial Intelligence in Medical Innovation (ACAMI)
<b>Classification Level:</b>	ESMC Level 1
<b>Employment Type:</b>	Fixed Term, 5 years
<b>Campus Location:</b>	Bundoora
<b>Other Benefits:</b>	<a href="http://www.latrobe.edu.au/jobs/working/benefits">http://www.latrobe.edu.au/jobs/working/benefits</a>

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

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## Position Context/Purpose

The Victorian Government has partnered with La Trobe University to establish the Australian Centre for Artificial Intelligence (AI) in Medical Innovation (ACAMI).

Established In 2024, ACAMI is a collaborative research, clinical trials and workforce development centre operating at the intersection of AI and medical innovation. The centre will support local medical research institutes and industry partners, delivering new and additional capabilities to ensure Victoria's world-leading medical innovation and life sciences research ecosystem maintains pace with global standards and opportunities as AI capability develops.

The Director, Development, will work with the Director and Chief Scientist, the ACAMI team, and other stakeholders to realise ACAMI's mission of becoming a globally recognised and commercially sustainable centre which leverages AI technologies, data and skills innovation to drive transformation and growth of an AI-enabled medical ecosystem in Victoria.

The centre will build upon on La Trobe University's existing capabilities across artificial intelligence research, cancer, immunology and immunotherapy research, a well-established clinical trial network, and recognised leadership in producing industry-ready graduates.

ACAMI has three main themes:

- **Research Collaboration:** Take discovery into practical application by collaborating with industry on the discovery and development of new vaccines and therapies and other medical innovations, by applying advancements in artificial intelligence.
- **Workforce Development:** Capture and transfer the learning to Victoria's medical research workforce, by adding AI capabilities to existing disciplines, from scientific discovery through to manufacturing and distribution of regulatory approved products.
- **Clinical Trials:** Provide access to La Trobe affiliated networks to support clinical trials, and apply AI, machine learning, and big data to improve those trials.

ACAMI will combine those strengths with new skills and capabilities established to support growth of the medical research ecosystem. An initial focus on mRNA research and immunotherapy will target collaborations with industry partners, medical research institutes, and technology providers.

The result will be a depth of expertise at the intersection of AI innovation and biology as an emerging demand globally. ACAMI will help Victoria's health and medical sector exploit the potential of technologies.

With extensive experience in relevant medical and/or biotechnology industries, and ideally in the application of AI technologies to these sectors, the Director, Development, will lead ACAMI's commercial and operational functions, and engagement with industry and Government. The Director, Development, will be responsible for business planning and the execution of strategies to ensure the centre supports the development of a local industry ecosystem and meets its commercial goals. This role will manage the establishment and maintenance of the centre operational, administrative, financial and reporting functions, workforce development and clinical trials, including through a collaborative working relationship with professional and academic divisions of the university.

The Director, Development, reports to La Trobe's Pro Vice-Chancellor (Industry Engagement). La Trobe's sponsor of ACAMI and chair of the project advisory group (PAG) is the Deputy Vice-Chancellor and Vice-President (Research and Industry Engagement).

**Duties at this level will include:**

- Manage the establishment and growth of the Centre's operational functions, teams, and resources.
- Work with the University Executive, ACAMI's Project Advisory Group and ACAMI Director & Chief Scientist in executing on the Centre's purpose and objectives within the University's academic, research and management governance frameworks and maintaining compliance with the University's policy and procedures.
- Development, implementation, and maintenance of the business case and strategic plans for the Centre including the strategic goals, defining priorities, and outlining action plans.
- Hold responsibility for achieving the Centre's commercial goals and develop plans to attract revenue from industry to establish a sustainable operating position.
- Provide leadership and develop a culture of excellence, innovation and collaboration across professional teams in the centre and with La Trobe partners and external stakeholders.
- Provide leadership and mentorship within the Centre to establish and build high functioning teams who work towards a shared vision, clear goals and targets.
- Lead stakeholder engagement and build relationships across industry, and government both nationally and internationally relevant for and to the Centre.
- Develop a strong working relationship with existing and emerging industry stakeholders to understand sector needs and opportunities, and to support the ecosystem to maintain global standards as AI capabilities develop.
- Develop external funding pipelines to support the growth of research, workforce development and clinical trials program.
- Support the Director & Chief Scientist in sourcing industry-driven projects and research funding.
- Oversee internal and external communications regarding the Centre and activities in collaboration with the relevant communications and media teams.
- Manage the Centre's operational resources and hold responsibility for Centre reporting, including financial reporting.
- Respond effectively to changing demands. Build teams with complementary skills and allocate resources in a manner that delivers results.
- Monitor the external environment to inform the continued development and currency of programs, systems and processes within the Centre.
- Share appropriate information with staff and colleagues during times of change; help others adapt to ensure a smooth transition.
- Build and sustain relationships with a network of key people internally and externally. Recognise shared agendas and work toward mutually beneficial outcomes. Anticipate and be responsive to internal and external client needs.
- Bring a multi-perspective understanding to the development, carriage, marketing, and implementation of new policies; devises new ways of adapting the Centre's strategies to new, including externally generated, demands.
- Develop and enable the capability of staff within the work area by monitoring and continuously managing their performance and mentor them to better meet current and future role requirements. In doing this, provide staff with constructive feedback and support for high quality performance contributions.

**Essential Criteria****Skills and knowledge required for the position**

- Knowledge, skills and direct relevant experience in the medical research, clinical trials and medical innovation with the Australian University sector, or a breadth of professional experience in industry.

- Experience and knowledge of methods, techniques, and operation of medical research, clinical trials, medical technology, medical therapies manufacture and/or and business units.
- Highly regarded leader in medical research, medical technologies, clinical trials and/or medical innovation commercialisation, together with an understanding of the broad spectrum of research, workforce and future directions within the medical technology sector.
- Ability to provide leadership for the development of professional staff teams with strong decision-making skills and excellent problem-solving abilities, along with demonstrated ability to direct the work of other managers.
- Proven ability to develop and execute strategic plans that achieve set key performance indicators.
- Highly developed communication skills with an ability to lead and motivate others, to resolve conflicts and to confer with a broad range of stake holders.
- Ability to demonstrate drive and integrity through a strong commitment to actions and taking responsibility for role modelling the professional behaviours important to the University.
- Desirable but not essential, experience with the application of AI in medical research, clinical trials, medical technology, medical therapies manufacture and/or and business units.

#### **Capabilities required to be successful in the position**

- Ability to operationalise strategy, adapt quickly to disruption and actively contribute to a healthy culture to successfully navigate change – implementing recommended improvements to organisational practice.
- Ability to inspire and motivate others towards shared objectives, actively facilitate communication and two-way feedback across the University and create a safe, inclusive, high-performing team culture – consistently modelling and enabling accountability, connection, innovation and care.
- A high level of integrity and accountability in fostering a culture of research excellence and ethical relationships.
- Demonstrated creative, critical and systems thinking, ability to promote a culture of innovation across La Trobe – encouraging and enabling the generation of new ideas, demonstrating a willingness to experiment, and taking calculated risks to solve organisational problems and support the University’s strategic and cultural priorities.
- Ability to operationalise strategy, adapt quickly to disruption and successfully lead people through change – building a culture in which staff members actively contribute to the improvement of organisational practice.

#### **Essential Compliance Requirements**

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working With Children Check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

#### **Other Information**

The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

## Position Flexibility

La Trobe University is committed to providing a diverse, inclusive and respectful working environment for all staff. We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

## Why La Trobe:

- Develop your career at an innovative, global university where you'll collaborate with community and industry to create impact.
- Enjoy working on our inspiring and stunning campuses – the perfect hub for industry, students and academics
- Help transform the lives of students, partners and communities now and in the future

This is more than just a job. Working at La Trobe offers opportunities to demonstrate excellence and transform lives.

Here, you'll join exceptional people, partners and communities, who power our operations with ambition and purpose.

We are forward-looking and culturally inclusive. We continuously review, improve and transform our processes to embrace new, flexible approaches. That means you'll always have the opportunity to succeed and make a difference.

## La Trobe's Cultural Qualities:

### WE ARE CONNECTED



We are **connected** to each other and the communities around us. We engage with those communities to learn from our past, inform our present and impact our future.

### WE ARE INNOVATIVE



We are **innovative** in tackling the most important issues of our time. We are inquisitive and seek to develop new ideas that positively impact the way we work and the world around us.

### WE ARE ACCOUNTABLE



We are **accountable** for what we do and share a commitment to excellence. We are courageous and respectful in the way we hold ourselves and each other to account.

### WE CARE



We **care** about what we do and value the power of education and research. We care about each other and strive to create a safe and inclusive community.

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Initials:

Date: