



SENIOR ASSOCIATE BUSINESS DEVELOPMENT

DEPARTMENT/UNIT	Faculty Office
FACULTY/DIVISION	Faculty of Pharmacy and Pharmaceutical Sciences
CLASSIFICATION	HEW Level 8
DESIGNATED CAMPUS OR LOCATION	Parkville campus

ORGANISATIONAL CONTEXT

The **Faculty of Pharmacy and Pharmaceutical Sciences** is dynamic, innovative and ambitious, engaging in world-class research and being a leading education provider for over 130 years. Our key research initiative is the Monash Institute of Pharmaceutical Sciences, in which we engage some of the best equipped and most experienced pharmaceutical scientists and medicine experts in Australia. Notably for the past 3 years Monash has been ranked in the top 3 institutions in the world for Pharmacy and Pharmacology, and in 2022 is World number 1 in QS World University Rankings by Subject. From a teaching perspective, our education curriculum - comprised of undergraduate, postgraduate and higher degrees by research programs - is purpose designed for the study of pharmacy and pharmaceutical sciences and taught by discipline experts. Our premises are located in 'the Parkville Strip', Australia's premiere health and biomedical precinct, and offer world-class teaching facilities and research laboratories to our students and staff. To learn more about the Faculty, please visit our website: www.monash.edu/pharm.

The **Monash Institute of Pharmaceutical Sciences (MIPS)** integrates research from five fundamental research themes to identify, develop, optimise and deliver new drug treatments – ultimately translating basic research into clinical trials. These are the [Centre for Drug Candidate Optimisation](#), [Drug delivery, disposition and dynamics](#), [Drug discovery biology](#), [Medicinal chemistry](#) and the [Centre for Medicine Use and Safety](#).

MIPS is Australia's largest, most experienced and successful group of pharmaceutical scientists. Over 250 staff and 250 PhD students undertake and support basic and translational drug discovery, drug delivery and drug development research in new, state-of-the-art laboratories on Monash's Parkville campus. MIPS was established in 2008 and builds upon the ground-breaking research activities of the Victorian College of Pharmacy, Monash University, developers of the [Relenza flu treatment](#). Our internationally recognised institute strives to conduct the most insightful science in our field by the best researchers and research students in world-class facilities. Our contemporary and collaborative organisational structure enables our research to occur where our core scientific disciplines meet. Collaboration at these disciplinary interfaces is expected to transform medicine design and development outcomes.

MIPS key therapeutic programs span across neuroscience, metabolic and cardiovascular diseases, global health issues, cancer, immunity, pain and inflammation. Our researchers are leaders in their fields. Their brilliance and dedication ensure that better medicines of world significance are discovered, researched and designed right here in

Australia. Our [talented staff](#) include international leaders in G protein-coupled receptor biology, translational medicinal chemistry, structural biology, lead candidate optimisation, drug delivery, pharmacoepidemiology, pharmacometrics and medication safety.

MIPS has strong partnerships with industry leaders, including the global drug companies [Servier](#), Takeda and Lonza, Biotech companies including Starpharma and PureTech Health and our own start-up companies such as Cincera. In total, we have long-term collaborative research programs with more than 20 biotechnology and pharmaceutical companies. We also collaborate with leading national and international research institutes and universities and attract substantial support from industry, government and funding agencies. Our supporters include the ARC, NHMRC, Victorian State Government, the National Institutes of Health in the US, the World Health Organization (WHO), the Bill and Melinda Gates Foundation, the Medicines for Malaria Venture, the Drugs for Neglected Diseases initiative and various commercial and philanthropic organisations.

POSITION PURPOSE

The role of Business Development Associate (BDA) is to support the Business Development Manager (BDM) in the Faculty to drive strategic engagement and business development with industry and government networks for the purposes of income generation and to achieve “impact from innovation” out of the research outcomes and capabilities of the Faculty. This involves primarily supporting the BDM in developing and managing partnership/engagement opportunities between industry, and the University (in particular the Faculty of Pharmacy and Pharmaceutical sciences), including substantial contract management activities. The BDA will also interact with the researchers in the Faculty to identify commercially promising opportunities and new intellectual property. It is expected that the BDA will work with the BDM within the Faculty, as well as work collaboratively with the Monash Innovation office and gain exposure to a wide range of industry engagement and commercialisation practices and skills.

Reporting Line: The position reports to the Business Development Manager, working under broad direction, with a degree of autonomy

Supervisory Responsibilities: Not applicable

Financial Delegation: Not applicable

Budgetary Responsibilities: Not applicable

KEY RESPONSIBILITIES

1. Industry Engagement and Relationship Management

- In consultation with the Business Development Manager establish, facilitate and foster productive relationships with the corporate sector to create strategic R&D opportunities
- Assist the identification of opportunities for research collaboration, joint venture and contract research and other research opportunities that extend the research productivity of the Faculty
- Identify and maintain effective client relationships with alternative sources of funding from government, non- government agencies, and the private sector
- Foster a culture of transparency and cooperation within and between faculties, departments, centres and institutes
- Utilise robust and reliable costing models to prepare accurate data for contracts under the University costing policy
- Play an active role, under supervision and with advice from the University Solicitor, in preparation and management of contracts with engagement partners
- Work with researchers, the BDM, and the Faculty Research Office to identify potential funding opportunities
- Act as a secondary point of contact and advice for researchers seeking industry and government partners

- Develop and maintain excellent working relationships with the Faculty Research Administrators, Monash Innovation, University Solicitor's Office, Contract Management Office, Research Office, Corporate Finance, and with other Business Development Associates and Managers
2. Intellectual Property Protection and Technology Transfer
 - Provide high level advice in the assessment of invention disclosures from faculty staff through the provision of expert technical due diligence, including searching all relevant academic literature and patent databases
 - Working with the BDM and Monash Innovation to evaluate the commercial potential of inventions using published data, industry/university contacts and internet sources
 - Working with the BDM and Monash Innovation to implement marketing and licensing strategies and effectively communicate visions for commercial development to university inventors and potential licensees
 - Working with the BDM and Monash Innovation to identify potential licensees and other commercial partners through targeted search strategies
 - Support a diverse portfolio of projects to maximise opportunities for exploitation
 - Maintain accurate records and files to track disclosure cases and potential agreement revenue using the University CRM
 3. Promote and communicate the research capabilities and outcomes of the Faculty
 - Professionally present projects to potential research partners or sponsors
 - Maintain and develop networks and links into industry, the investment community, and relevant government authorities
 - Design and prepare suitable promotional material with the assistance of key Monash staff
 - Represent and promote the Faculty, industry engagement and commercialisation activities and outcomes to the internal Monash community and to industry, government and the broader community globally
 4. Other duties as directed from time to time

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
 - Postgraduate qualifications or progressing towards postgraduate qualifications and extensive relevant experience; or
 - extensive experience and management expertise; or
 - an equivalent combination of relevant experience and/or education/training.

Knowledge and Skills

2. Demonstrated interest and understanding of purpose and processes for strategic planning and/or research commercialisation
3. Extensive experience in developing plans (such as research, strategic or business) and delivering against agreed milestones
4. Demonstration of initiative and leadership in preparing proposals and presentations, with high scientific or commercial content
5. Demonstrated capacity to think laterally and analyse and understand issues that may require considerable interpretation, and apply knowledge and experience to deliver a solution
6. Strong oral and written communication skills including the ability to relate to both technical and non-technical individuals
7. Proven ability to develop and sustain effective relationships with a broad range of individuals including senior executives, legal and other professionals, senior researchers; groups; and external organisations

8. Proven ability to work independently under broad direction through exercising self-motivation and initiative, and demonstrating a capacity to identify and solve problems with astute and sensitive judgement
9. A demonstrated capacity to work in a collegiate manner with other staff in the workplace
10. An understanding of technology and knowledge transfer including intellectual property law and contract negotiation
11. Experience working in a university or other academic research environment
12. Experience or relevant education in business development, marketing, contract negotiations, alliance management, and intellectual property management and licensing

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

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.