Griffith UNIVERSITY — Queensland, Australia

Position Title	Senior Associate, Commercialisation (Business and Social Innovation)
Group/Portfolio	Griffith Enterprise
Classification	HEW 9
Position Number	00052668
Reports To	Head of Business and Innovation (Business and Social Innovation)
Employment Type	Continuing

1.0 Position Purpose

Griffith Enterprise (GE) is the commercialisation office of Griffith University with responsibility for developing and driving the University's commercialisation strategy, goals and activities. GE is within the Deputy Vice Chancellor (Research) portfolio.

Working collaboratively with the University's research community, business units and industry partners, GE ensures that the University's intellectual property (IP) is protected and commercialised through research collaborations, licencing, start-up investment, social enterprises or other commercial structures leading to economic and social impact.

The Senior Associate, Commercialisation (Business and Social Innovation) will work closely with researchers across the university and colleagues within GE to support and/or identify new commercial partnerships and commercialisation deals of strategic interest to the University. The role will involve project responsibility but also includes working as part of a team.

The role will be responsible for supporting the identification and assessment of new intellectual property and developing, structuring, negotiating, executing, and managing commercial opportunities within the University's portfolio related to Business and Social Innovation.

The role is responsible for successfully supporting, driving, and managing designated projects that at times maybe complex in nature, to achieve specified results.

The primary focus includes the University's research capabilities in humanities, social science, criminology, education, arts, tourism and social marketing.

2.0 Eligibility Requirements

- A postgraduate degree and relevant experience, or an equivalent alternative combination of relevant knowledge, training and/or suitable experience in commercialisation activities related to the area of Business and Social Innovation.

3.0 Key Responsibilities

Under the direction of the Head of Business and Innovation (Business and Social Innovation) carry out the following key responsibilities:

Pipeline Management, Due Diligence and Commercialisation

- Identify, analyse and assess potential new intellectual property (IP), research capabilities and expertise from Griffith research within the Business and Social Innovation portfolio, completing due diligence and market assessments for new disclosures and understanding market trends and industry needs for the portfolio.

- Understand the research expertise and capabilities of Griffith researchers in the area of Business and Social Innovation and identify areas for potential commercialisation.

- Market Griffith capabilities, technologies and IP to potential industry partners (incl. government partners) and investors.

- Lead, or assist the manager to build, a pipeline of commercial opportunities in the area of responsibility; and support, develop and execute appropriate strategies and agreements in relation to this portfolio.

- Support or lead, as required, consultancy, contract research and commercial collaboration opportunities, and in the case of high-value, complex opportunities, assist with proposals, estimate resource requirements, budgeting and negotiation; for low-value opportunities provide support as required.

- Lead or support the identification and negotiation of commercialisation agreements (consultancy & commercial research), opportunities and partnerships.

- Lead or support Request for Quote/Proposal (RFQ/P) opportunities as required including support for budget preparation.

- Develop relationships with relevant contacts and organisations within industry (incl. government) to enable the identification, promotion and realisation of research commercialisation opportunities – industry engagement.

- Identify commercial funding opportunities as related to the pipeline including the identification of commercialisation grants, investments, proof-of-concept, etc.

- As relevant, manage and support the filing and prosecution of new IP with input from all relevant stakeholders.

- Promote and pitch technologies/research capabilities to potential partners.

- Ensure efficient portfolio prioritisation and resourcing across the team.

- Manage any post-deal management activities as required.

Stakeholder Engagement

- Work collaboratively with Griffith's research and academic community to identify, engage and create commercial opportunities and partnerships with external industry (incl. government), research organisations, and others wishing to commercially use, develop or exploit the University's intellectual property, research expertise and capabilities.

- Engage and build industry networks and relevant contacts to support successful commercialisation of Griffith research.

- Promote awareness of commercialisation practices in business and social innovation and provide support including presentations/workshops for researcher education and training initiatives in the areas of commercialisation, industry engagement, entrepreneurism and intellectual property.

- Support, drive and manage projects that require project management and oversight across planning, resourcing, and funding.

- Provide timely and expert advice and reports as required, to Griffith researchers about commercialisation and related activities incl. project budgets.

- Work collaboratively with Griffith Enterprise colleagues to report to key internal and external stakeholders to ensure ongoing communication of project milestones and outcomes.

- Support the Office for Research, Advancement, Griffith International, and other University elements as required.

- Represent Griffith Enterprise on internal university research committees as required.

Other

- This position may be required to take on other responsibilities, commensurate with the expectations of a role at this level, which contribute to the overall objectives of the work unit.

- Adhere to and support processes and policies, ensuring that required information and data is entered into relevant systems.

- Support compliance with relevant legislation and University policies and procedures, including equity and health & safety and exhibit good practice in relation to same.

- Be a leading example of the principles and values embodied in the University's Code of Conduct, and behave, act, and communicate at all times to reflect fairness, ethics, and professionalism.

4.0   Key Capabilities

Griffith University identifies the attributes of resilience, flexibility, creativity, digital literacy and entrepreneurship as critical to our graduates' success, in the rapidly changing future world of work. We have established a Griffith University Capability Development Framework to provide a common language of some of the non-technical organisation skills that will support our staff to thrive now and into the future. The Capability Development Framework will assist you to understand the current skill level of this position in the non-technical but critical skill domains that are increasingly important in a changing workplace context.

To read about some of the non-technical organisation skills for this position, please see the Leads Others section of our Capability Development Framework.