

Position Title	Deputy Director, Griffith Enterprise
Group/Portfolio	Division of the Deputy Vice Chancellor (Research) / Griffith Enterprise
Classification	Senior Staff Contract
Position Number	00063646
Reports To	Director, Griffith Enterprise
Employment Type	Fixed Term

1.0 Position Purpose

Griffith Enterprise (GE) is the commercialisation office of Griffith University with responsibility for developing and driving the University's commercialisation goals and activities. GE is situated within the Deputy Vice Chancellor (Research) portfolio, which provides strategic and operational leadership on all matters relating to research and knowledge transfer, including R&D, consultancy, innovation, translation, commercialisation and start-up companies/enterprises.

Working collaboratively with the University's research community, business units and external parties, GE helps ensure that the University's intellectual property (IP) is commercialised and knowledge transferred for use by government, industry, and the community leading to economic, environmental, cultural and social impact.

The Deputy Director, Griffith Enterprise, plays a pivotal leadership role in advancing Griffith University's strategic objectives in research commercialisation and enterprise development. This role supports the Director in managing the operations of Griffith Enterprise and leads key initiatives that support the commercialisation of Griffith's research and research outcomes.

2.0 Eligibility Requirements

- Postgraduate qualifications in a discipline area relevant to the research and overall academic profile of Griffith University or equivalent experience.
- Extensive experience in research commercialisation, innovation management, or enterprise development including advanced knowledge of higher education, research and innovation sectors in Australia.
- Demonstrated experience with leading the commercialisation of university research through research partnerships, licences and spin-out companies.

3.0 Key Responsibilities

The Deputy Director supports the Director in providing strategic and operational leadership across Griffith Enterprise, focusing on commercialisation, IP management, and enterprise development and the development and implementation of strategic plans, policies, and performance frameworks.

Key responsibilities include:

- Leading strategic initiatives, high-impact projects, and partnerships aligned with the University's innovation goals.
- Developing and implementing programs to enhance knowledge transfer, commercialisation, and entrepreneurial culture within the University research community including workshops and education activities.
- Develop, support and implement efficient commercialisation workflows and processes to support the management and commercialisation of the University's research capability and IP portfolio.
- Support a high-performance culture within the GE team, ensuring professional development and effective resource management supporting the Director to ensure effective financial performance of GE and ensuring KPIs are met.
- Support the Director GE to establish, oversee and manage a University-wide proof of concept fund, including the identification of potential funding sources.
- Develop and support the implementation of a framework to support the creation of new ventures/spin-out companies from Griffith research together with associated policies, procedures and supporting tools.
- Work with the GE team to create new ventures/spin-outs from Griffith research.
- Support the development and implementation of key University policies and procedures related to commercialisation and promote compliance with relevant legislation and said policies and procedures.
- Represent Griffith Enterprise in internal and external forums, promoting the University's capabilities and achievements.
- Drive continuous improvement in service delivery, stakeholder engagement, and operational efficiency.
- Provide mentorship, expert advice and guidance to Griffith Enterprise staff in aspects related to commercialisation and business development.
- 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](#)