

<b>Position Title</b>	Senior Business and Innovation Associate
<b>Group/Portfolio</b>	Division of the Deputy Vice Chancellor (Research) / Griffith Enterprise
<b>Classification</b>	HEW 9
<b>Position Number</b>	TBC
<b>Reports To</b>	Head of Business & Innovation (Life Sciences)
<b>Employment Type</b>	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 situated 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 licencing, start-up investment or other commercial structures leading to economic and social impact.

The primary focus of the position is the University's capabilities in biomedical technologies, diagnostics, vaccines, therapeutics, medical devices, agriculture and other life science related technologies, with the aim of developing commercial opportunities for training, services and interventional products developed within those disciplines. Under the supervision of the Head of Business and Innovation/Business and Innovation Manager, the Senior Business and Innovation Associate will interact with other staff from Griffith Enterprise to undertake the following activities:

- Assist with the generation of consultancy, contract research and commercial activities, to support the academic and research staff towards successful outcomes, and to promote the work within the University's portfolio related to Life Sciences.
- Engage, support and facilitate key business development activities aligned to the portfolios related to Life Sciences.
- Work with academics and researchers to manage the commercial projects, including the arising intellectual property.

## 2.0 Eligibility Requirements

- A postgraduate degree and relevant experience, or an equivalent alternative combination of relevant knowledge, training and/or extensive experience in commercial research and knowledge translation activities relevant to the research and teaching services profile of Griffith University.

### 3.0 Key Responsibilities

- Identify, analyse and assess business opportunities with external organisations that result in profitable and sustainable revenue flows through Griffith Enterprise to the University.
- Identify and create external commercial opportunities and partnerships that use, explain and develop the University's research impact.
- Under the direction of the Head of Business and Innovation/Business and Innovation Manager, develop, present and implement business plans, including licencing arrangements, for the effective commercial exploitation of Griffith Intellectual Property, products and services.
- Identify, develop and maintain business relationships with external organisations. This includes the effective marketing of the University and its expertise, service and products. Position Griffith University as a preferred partner for external organisations when they are looking to source the projects and services of higher education.
- Under the guidance of the Head of Business and Innovation/Business and Innovation Manager, identify intellectual property that is being developed, assess its commercial potential, ensure that the appropriate protection coverage is sought, and generate strategies for the effective exploitation of the intellectual property.
- Assist staff to find consultancy, contract research and research and development opportunities, and in the case of high-value strategic opportunities, assist staff to write proposals, foster interdisciplinary collaboration, estimate resource requirements, and close deals; for low-value opportunities provide mentoring assistance.
- Raise awareness and support the development of a greater focus on and understanding of commercial consideration and imperatives amongst staff in the University. Support staff to achieve successful business outcomes and ensure that the advice and tools are available and used by staff to engage effectively in commercial activities.
- Lead and promote 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 Self section of our [Capability Development Framework](#).