

**UNIVERSITY OF DERBY
JOB DESCRIPTION**

JOB TITLE	Business Development Manager		
COLLEGE	College of Life and Natural Sciences		
LOCATION	Kedleston Road, Derby, DE22 1GB		
JOB NUMBER	0883-17	SALARY	£37,471 to £50,669 per annum pro rata
REPORTS TO	Dean of College		

Role Summary

The College of Life and Natural Sciences is home to 5 academic subject areas namely, Bioscience, Forensic Science, Geoscience, Psychology and Sport Science. The mission of the College is to deliver transformational science through the application of curiosity and to actively engage in applied science research. In fulfilling these objectives the College has established two research centres: the Environmental Sustainability Research Centre and the Human Sciences Research Centre which strengthen our undergraduate and postgraduate programmes through research informed curricula and pedagogy.

The College is looking develop its business engagement regionally, nationally and internationally through workforce development and skills training, knowledge exchange and transfer, research, innovation and development. The Business Development Manager will work across all areas within the College and lead our developments in third stream income generation through academic enterprise, research and knowledge exchange. Working with academic and technical staff, in collaboration with College business partners and other professional service staff, the College Business Development Manager will be critical to the achievement of the College's business plan.

The College Business Development Manager will be responsible for identifying, developing and implementing new business opportunities across the College. Such opportunities may include, but not limited to, educational programmes for workforce development in sectors relevant to the College; tendering for commissioned research, interventions and/or evaluations; knowledge transfer and exchange partnerships; commissioned research projects; commercialisation of resources, equipment and/or knowledge capital.

This is the time for the College to diversify its activity and capitalise on its expertise and innovation. The Business Development Manager will be joining a highly motivated, focused and passionate team and will be central to the College achieving its key objectives.

Principal Accountabilities

- Identify opportunities to exploit the College's academic endeavours to create new income streams.
- Actively engage with academics and technicians from across the College to fully understand the capabilities and knowledge capital.
- Engage externally with relevant sectors, industries and businesses with a view to exploit the capabilities of the College.
- Generate new income streams through commercialisation of knowledge capital, facilities and/or research and development projects.
- Influence others and secure buy-in and commitment from staff across the College to deliver on projects and opportunities with external businesses and companies.
- Support academic staff to build their confidence and skills in business engagement as well as their awareness and understanding of key industrial strategies that affect the City, County and region.
- Brief the College management team on key priorities in national and regional strategies and advise on how the College should position itself for the future.
- Write business plans including financial budget delivery plans allied to third stream income generation.
- Update the College Leadership Team regularly on secured business and achievements of milestones and deliverables, developments in progress and opportunities being scoped through the College's internal quarterly business reviews as well as periodically through College Management Board with members of the University's Executive, College Business Partners and the Vice Chancellors office.
- Engage with business development managers, or equivalents, in other Colleges and work collegiately to assure the University achieves its targets and realises identified opportunities.
- Engage with the University's Industrial Gateway Team to assure the College is informed of developments centrally.
- Represent the College externally at key events within the region, nationally, or on occasion, internationally.
- Undertake relevant CPD to assure continual effectiveness and currency in business development within the Higher Education sector in a way that directly benefits the College and University.
- Undertake research and market analysis, including client profiling, sourcing trend setters and high growth potential business opportunities and contacts.
- Prepare and present fully costed commercial proposals to clients, negotiating contracts to ensure

each one generates the required financial return.

- Monitor and record activity on accounts to help close negotiations and meet targets.

Person Specification

Essential Criteria

Qualifications

- A Masters degree or higher in a science subject relevant to the College

Experience

- Experience in developing and delivering business plans including financial planning and reporting.
- Experience in identifying market opportunities and undertaking market insight evaluations to assure the feasibility and viability of identified opportunities.
- Experience of developing new business opportunities through enterprise, commercial and/or knowledge exchanges.
- Experience in building sustainable relationships with external groups, clients and companies and the ability to up-sell opportunities.
- In-depth understanding of the higher education sector especially the need for Universities to diversify their activity and income streams.

Skills, knowledge and abilities

- Strong communication skills in all formats.
- The ability to develop sustainable networks and productive relationships with external clients that result in new business for the College.
- The ability to influence and deliver through others.
- Knowledge of business development, tendering and identification of funding opportunities that aligns to the activity of the College.
- Ability to be self-motivated as well as work as part of a team.
- Able to work to deadlines.
- Ability to identify opportunities for the College through understanding external business needs and the requirements of sectors relevant to the College.

Business requirements

- Experience in project management, financial planning and reporting, and evaluation of cost-benefits and returns on investment.
- Ability to travel within the UK and, on occasion, internationally which may involve evening and/or weekend working.

Desirable Criteria

Qualifications

- Fellowship of the Higher Education Academy.

Experience

- Experience of start-up companies, spin outs and/or joint ventures.

Skills, knowledge and abilities

- Knowledge of one or more of the following: the UKs Industrial Strategy, Midlands Engine Strategy, D2N2 Strategy, ERDF.

Business requirements

- Writing contracts, heads of terms and/or memorandum of understanding

Benefits

As well as competitive pay scales, we offer generous holiday entitlement. We also offer opportunities for further salary progression based on performance, and the opportunity to join a contributory pension scheme.

For more information on the benefits of working at the University of Derby go to

<https://jobs.derby.ac.uk/display.aspx?id=1912&pid=0&tabId=230>