

Candidate Information

Position: Licencing Manager
School/Department: Research and Enterprise
Reference: 24/111615
Closing Date: Monday 4 March 2024
Salary: £46,497 - £57,141 per annum.
Anticipated Interview Date: Tuesday 26 March 2024

JOB PURPOSE:

As a member of the Commercialisation and Intellectual Property (IP) team, you will manage, negotiate and draft the University's commercial licence agreements, assignments and options. You will be the main point of contact for all licence and IP related drafting requests. You will manage the licence and IP portfolio and advise academic colleagues on commercial projects, and work closely with directorate colleagues in the Innovation Programmes, Business Alliance, and QUBIS teams.

On a daily basis you will work closely with the commercial development managers to commercialise the outcomes of the University's research across all faculties within the university.

You will play a leading role in delivering the University's commercialisation targets and objectives.

MAJOR DUTIES:

1. Contribute to the strategic priorities of the University, particularly in relation to the licencing outputs resulting in increased commercialisation of its IP portfolio.
2. Manage and apply expertise and experience using independent judgement to negotiate, draft and execute agreements, (including but not limited to licences, collaborations, revenue share and assignments) with licensees to ensure the returns and impact are maximised for the University.
3. Ensure timely reporting to / from third parties in compliance with licence deals and ensure timely sharing of net revenues.
4. Manage the current Licencing and IP portfolio by liaising with the IP officer, commercial development managers, support staff and academics.
5. Manage and oversee all stages of IP protection including patentability opinion, drafting and filing for IP protection as well as managing and maintaining the Licence and IP budget ensuring value for money is achieved.
6. Take the lead in managing and exploring new approaches and methods to licencing the University's IP.
7. Manage and be responsible for all drafting of IP and licence issues/requests for the University.
8. Manage and maintain accurate filing records and case information on internal CRM.
9. Present results against targets and put forward recommendations through the provision of advice, briefings, presentations or written reports, to facilitate the interpretation of specific issues/problems and support decision making.
10. Manage and monitor IP and licencing target progress, ensuring agreed strategy, policies and business plans are implemented.
11. Perform other activities that may be requested by the Head of IP and Commercial Development and support academic teams by representing the university on innovation programmes such as Lean Launch Programme and ICURe as and when needed.

ESSENTIAL CRITERIA:

1. A degree or equivalent in a relevant subject area (business, law, engineering, life science).
2. Substantial recent experience in drafting and negotiating commercial licencing agreements based around IP.
3. Recent relevant experience in providing professional advisory or management support in a busy and fast-paced licencing, commercial, innovation, or IP related environment.
4. Demonstrable proven project management skills to manage multiple simultaneous projects of various size and/or complexity.
5. Experience of controlling budgets and resources and an understanding of financial management procedures.

6. Experience of working in a dynamic and changing environment, with evidence of formulating clear licencing strategies adhering to good governance practices.
7. Ability to work with, and influence, management.
8. Ability to manage a varied workload and work to tight deadlines.
9. Ability to review and draft licence and legal agreements to tight deadlines.
10. Excellent analytical and problem-solving ability
11. Excellent oral and written communication skills, with the ability to build effective working relationships with university staff and external stakeholders.
12. Excellent Interpersonal skills and demonstrable experience of having utilised those skills in technology transfer environments.
13. Computer literate in the use of standard Microsoft packages and the Internet.
14. Willingness to work flexibly with considerable travel and substantial time commitment outside of normal working hours.

DESIRABLE CRITERIA:

1. A relevant postgraduate or professional qualification.
2. Experience of working with or within a university, a research environment or a research commercialisation environment.
3. Experience of working in business at a senior level.
4. Experience of commercial licence negation and drafting of agreements resulting in significant value generation from IP.