

Candidate Information

Position:	Business Alliance Officer
School/Department:	AMIC
Reference:	24/111776
Closing Date:	Sunday 14 April 2024
Salary:	£37,841 - £49,317 per annum
Anticipated Interview Date:	Between Wednesday 24 and Tuesday 30 April 2024
Duration:	3 years in the first instance

AMIC

AMIC - A £100M investment through the Belfast Region City Deal - is a collaborative, innovative powerhouse of advanced manufacturing set to elevate our region globally.

We are supporting economic growth and prosperity for Northern Ireland by creating high quality jobs and increasing inward investment through high value manufacturing innovation clusters.

We are driving industrial transformation, paving the way for future technologies and competing globally with a more sustainable focus.

When you join our team, you will have access to the latest advanced industrial technologies and have the opportunity to grow and develop as an engineer and technology leader. Our mission is to provide you with the environment to innovate and create impact.

Our launch team of over 40 staff has core capabilities in digitalising manufacturing, smart design, sustainable polymers & composites and nanotechnologies & photonics. We are excited to be expanding the team throughout 2024.

JOB PURPOSE AND IMPACT:

We are seeking an exceptional communicator who can identify opportunities and build partnerships for AMIC's advanced manufacturing capabilities to support businesses, grow innovation and solve societal challenges.

The post holder is responsible for supporting the establishment and development of strategic relationships and partnerships between the University and the business community, with a specific focus upon innovation and research in the Advanced Manufacturing Innovation Centre (AMIC). The role will take the lead in the writing and submission of grant applications through input, advice and guidance from senior and technical staff relevant to the submission, you will seek to identify collaborative research opportunities and support AMIC staff in working with external funders regionally and nationally.

MAJOR DUTIES:

Build AMIC's strategically important relationships to develop and implement strategies for collaborative research, innovation and knowledge transfer:

1. Support the AMIC team in developing strategically important relationships with key stakeholders from the business community and in the advanced manufacturing sector regionally, nationally and internationally to develop strategies and long-term objectives for collaborative research, innovation and knowledge transfer activities.
2. Provide an outward-looking interface for AMIC in its research collaborations with industrial partners, working with manufacturing SME partners to provide tactical support and advice.
3. Develop and support AMIC's reputation, input and influence in its engagement with policy-makers and businesses, developing networking and communication channels to foster closer working relationships.

Develop opportunities and support collaborative projects to secure funding to deliver outcomes to benefit industry and address societal challenges:

1. To provide project management support for major collaborative R&D projects within AMIC across a range of collaborative partners, building and writing grant applications, working with the AMIC team to deliver industry-relevant, sustainable outcomes. This will involve developing project plans and managing issues such as deliverables, timelines, intellectual property and project communications.
2. To implement, coordinate and manage mechanisms to build collaborative research opportunities between AMIC and the Advanced Manufacturing sector. This may include the management of industry placements/secondments, the development of networks, monitoring of progress and measurement of outcomes.
3. To provide support to researchers within AMIC in the pricing and negotiation of collaborative research projects at the development stage, assisting academic staff with project planning and application development.

Provide insight, enhance knowledge, and build expertise to identify and pursue collaborative opportunities:

1. Maintain an up-to-date awareness of collaborative research funding mechanisms that are relevant to AMIC (e.g. INI, Innovate UK, EU) and match these to staff within AMIC and collaborative partners, with a view to developing collaborative grant applications in Advanced Manufacturing sectors.
2. To develop and maintain insight and awareness of the needs of SMEs within the Advanced Manufacturing sector, seeking to identify common business needs and solutions through collaborative research, specialist support and/ or skills opportunities.
3. To manage and co-ordinate AMIC's wider relationships with businesses, research institutes and Further Education colleges within the region seeking to ensure a joined-up and cohesive approach to innovation initiatives.

Applicants should note that in addition to the list above the post-holder will be required to be flexible, adaptable and aware that there may be a need to perform tasks, duties and responsibilities which are not specifically detailed in the job description, but which emerge as the work programme develops and which are commensurate with the role.

ESSENTIAL CRITERIA (Education, Experience, Skills, Knowledge, etc.):

1. Honours degree or equivalent in a relevant subject area e.g. Engineering, Manufacturing, Engineering/Technology Management, ICT with significant recent and relevant experience OR minimum HND in a related discipline with extensive recent and relevant experience.
2. Demonstrable recent and relevant experience of working successfully and collaboratively within an industrial or university-based research environment.
3. Proven recent and relevant experience of managing relationships and project management in a collaborative context.
4. Evidenced experience of working with the business community successfully delivering socio-economic outcomes.
5. An understanding of the processes involved in compiling grant/contract bids.

ESSENTIAL CRITERIA (Personal Qualities):

1. Well-developed analytical skills and ability to analyse complex information to problem solve and inform decision making.
2. Ability to work independently with a high level of self-motivation, whilst also working in a wider team.
3. Excellent written and oral communication skills as well as an ability to influence at all levels.
4. High level of attention to detail and ability to deliver effective written reports and presentations to meet audience needs.
5. Evidence of strong interpersonal and networking skills with ability to relate to and influence internal and external stakeholders.
6. Some working outside of standard working times may be required to meet the responsibilities of the post and needs of stakeholders. It should be possible to plan and schedule for this activity 90% of the time.

DESIRABLE CRITERIA:

1. A relevant postgraduate or professional qualification.
2. Evidence of large-scale project planning and management.
3. A track record of success building partnerships with private sector companies.
4. Demonstrable evidence of experience and expertise in Financial Management.
5. Demonstrable knowledge of current and potential developments related to all aspects of university research and the funding of research in a University.
6. Evidence of managing events/ workshops involving members of the business community.