



University of
Reading

Appointment of Director, Knowledge Exchange, Commercialisation and Partnerships

Candidate Brochure – April 2023

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Welcome Letter

Thank you for expressing your interest in the role of Director of Knowledge Exchange, Commercialisation and Partnership at the University of Reading.

The University has a long and distinctive history of working with partners in industry, government, charities, and local communities. Our institutional strategy positions engagement with communities and businesses in our region as one of our key principles. Ranked 20th in the UK for knowledge exchange and working with industry ([THES 2023](#)), we contribute in varied and significant ways to the regional economy, society and culture through R&D, providing skills training, and a wide-ranging innovation infrastructure. This includes partnerships with local NHS Trusts and the Royal Berkshire Hospital, with the British Museum and the Natural History Museum, the Royal Military Academy Sandhurst, and Microsoft. We work with industry partners (both MNCs and SMEs) in a range of sectors, especially food, health, energy and digital. With long-established partnerships with the UK Met Office and the European Centre for Weather Forecasts (ECMWF), Reading is one of the globally leading centres for research and education into weather and climate science, a role that was recognised with a Queen's Anniversary Prize in 2021.

As we approach our 100th anniversary, we are looking to build on this track record and in particular strengthen our approach to commercialising our research. The Director of Knowledge Exchange, Commercialisation and Partnerships will play a critical role contributing to strategy and leadership supporting our ambitions for knowledge exchange and commercialisation, and further developing our partnerships and our contribution to the regional economy and society. We are looking for individuals who share these objectives, and our values and principles. I invite you to consider this opportunity and apply for the role, and am confident that you will find the University of Reading an inspiring, vibrant, and supportive place to work.

I wish you good luck with your application,

Dominik Zaum

Pro-Vice Chancellor, Research and Innovation



About the University

- In 2026 the University of Reading will celebrate the 100th anniversary of its university status. We have grown enormously during this time, in size and stature.
- The University has approximately 4,000 staff from more than 90 nations and is home to more than 25,000 students from around 160 countries.
- We are characterised by the core values of a love of learning, creating and sharing new knowledge, embracing and celebrating diversity of people and ideas, and caring for our environment.
- We offer a wide range of programmes from the pure and applied sciences to languages, humanities, social sciences, business and arts. New research and the latest thinking continually feed into our teaching, with academic staff working at the forefront of their fields of expertise.
- We are a research-intensive university recognised for our expertise in areas such as climate science, business, agriculture, and food science.
- Our research is divided into four broad themes: Agriculture, Food and Health; Environment; Heritage and Creativity; and Prosperity and Resilience.
- We have a global presence, with our Whiteknights and London Road campuses in Reading, Henley Business School (South Africa) in Johannesburg, and the University of Malaysia in Iskandar.
- The University also has a number of international partnerships and collaborations with institutions in China, USA, Canada, Malaysia, Russia, Italy, Philippines, France, Australia, Thailand, the Netherlands, Singapore, Japan, South Korea and Greece.
- We are ranked 205th in the QS World University Rankings 2021, placing us among the top 20% of world institutions ranked by QS, a position we have now held for six consecutive years.
- We are ranked joint 29th in the UK according to the THE World University Rankings 2020, joint 38th in the UK in the Times and Sunday Times Good University 2020, and 39th in the UK in the Complete University Guide 2021.
- You can learn more about the University's history, community and future plans [here](#).



Research Services

Research Services is the principal source of support to academics and Schools to develop research and enterprise funding, supporting the development of research excellence and enterprise opportunities within the University.

Located within Research Services is our Knowledge Transfer Centre (KTC), which is the unit that the Director will lead. The purpose of the KTC is to enhance the impact of our research, knowledge and skills through business engagement and commercialisation activities which includes managing the intellectual property portfolio of the University. Our support includes:

- Facilitating connections and supporting relationships between business and academia
- Securing collaborative funding, consultancy and KTPs
- Licencing/ assignment of intellectual property
- Advising on knowledge exchange and commercialisation.



Job Description

Post Title:	Director, Knowledge Exchange, Commercialisation and Partnerships
Function:	Research Services
Reports to:	Director of Research Services
Responsible for:	c. 11 FTE Knowledge Exchange and Commercialisation professionals working in Business Engagement and Research Commercialisation

Purpose

The Director, Knowledge Exchange, Commercialisation and Partnerships is a key role that will lead the development, implementation and monitoring of the University's Knowledge Exchange (KE) and commercialisation strategy and associated delivery plans. This will involve working in partnership with internal and external stakeholders (including the PVC for Research and Innovation, Research Deans and members of relevant University Committees) to ensure this is aligned to the wider University strategy.

You will take a leading role in the delivery of new strategic business partnerships, enhancing our reputation, and generating and diversifying income streams, in order to achieve a step change in University's performance and role as an anchor institution in the Thames Valley region.

You will also lead, develop, motivate and manage a professional services team to deliver collaborative projects and programmes across the institution.. You will also have responsibility for managing the University's Higher Education Innovation Fund (HEIF) funding of c. £3.4m, developing strategies for the use of funding. You will also be responsible for leading the external KE reporting including for HEIF, the Knowledge Exchange Framework (KEF) and the Higher Education Business and Community Interaction (HE-BCI) survey.



Main duties and responsibilities

Leadership and management

1. Providing expertise at a strategic level to develop, influence and deliver institutional-level strategies for KE and commercialisation, and the development of research and partnerships via collaboration with non-academic external partners.
2. Leading the coordination, at institutional level, of KE, partnerships, commercialisation and innovation activity taking place across the University. This will involve bringing together a number of internal stakeholders to ensure their strategic priorities are aligned with the organisational priorities, as set out in the KE and commercialisation strategy.
3. Taking responsibility for ensuring that local and national priorities and initiatives are understood by relevant internal stakeholders and that all relevant activities are captured and recorded to enable the University to report on these for, HEIF, HE-BCI and KEF.
4. Leading the process for all external reporting and monitoring activities across KE and commercialisation e.g KEF, and HE-BCI, enabling input from relevant internal teams/stakeholders to enable timely completion.
5. Leading, motivating, developing and managing the performance of the Knowledge Transfer Centre (KTC) team to enable them to collectively deliver the following aims:
 - Increasing research and innovation income from/with industry and improve the University's HE-BCI/KEF metrics
 - Effectively developing and managing strategic research and innovation partnerships with key non-academic external partners, with a particular emphasis on businesses working in the University's focus sectors
 - Supporting the growth of the University's research commercialisation activities, with particular focus on consultancy, spin outs, accelerators and entrepreneurship activities.
6. Setting and monitoring team and individual objectives, ensuring the team delivers appropriate expertise, professional advice and support to internal and external service users and stakeholders (e.g commercial partners).
7. Creating a high-performing working environment where team and individual performance is reviewed and recognised on a regular basis, and through providing coaching and support to team members.
8. Identifying and providing relevant learning and development solutions to teams and individuals as required.
9. Managing the University's HEIF funding of around £3.4M per annum. This includes creating strategies and supporting plans for the use of HEIF funds, ensuring appropriate governance and reporting and ensuring that funding is used to support KE efforts across the University in line with the funding conditions.
10. Playing a key role in the Research Services senior leadership team through participation in setting strategic direction, planning and representing the Function on relevant University Committees, including the Committee for Research Impact, Partnerships and Public Engagement, and deputising for the Director of Research Services as required.

Strategic development

1. Working with University research leadership and key internal stakeholders to identify and develop major new strategic projects and initiatives to deliver knowledge exchange and commercialisation priorities.
2. Developing and managing key strategic non-academic research and innovation relationships with major partners and work with other externally facing functions (including Marketing, Communication and Engagement and Fundraising) to ensure the University has a joined up and coherent approach to its strategic relationships
3. Leading on the development on KE and Commercialisation policies and processes
4. Chairing the Commercialisation Operations Group, which makes decisions on IP protection and commercialisation, and work with team members and researchers to ensure protection and commercialisation of University IP
5. Maintaining an excellent working knowledge of HE research and innovation policy and practice including regional, national and international funding schemes, sector practice and developments related to research, knowledge exchange and commercialisation,
6. Leading on the development of a culture of KE and commercialisation across the institution, proactively identifying opportunities that align to University expertise.

External engagement and profile

1. Being responsible for increasing the University's regional, national and international innovation engagement profile with external funders and stakeholders, providing relationship management and supporting colleagues to network and broker new profitable relationships.
 2. Taking the lead on the University's regional engagement with relevant regional organisations (e.g the Thames Valley Local Enterprise Partnership and Chambers of Commerce) to ensure the University is engaged with working with these organisations on projects of mutual interest.
 3. Developing and maintaining external peer networks to inform, influence and share best practice, raising the profile of the University, taking forward opportunities for partnership working and collaborative income generating activities.
 4. Representing the University at internal and external events and on relevant regional, national and international interest groups, partnerships and Committees as appropriate to influence external colleagues, initiatives and consultations.
 5. Other duties as required and as appropriate to the role.
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Person Specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Strategic thinker and problem solver, able to identify and articulate strategic opportunities and devise creative solutions • Excellent communication skills: written, oral and presentation • Able to negotiate effectively and influence decision making at a senior level • Able to take ownership of tasks and act independently in light of shifting priorities • Strong networking and relationship building skills - able to quickly identify and prioritise needs of individuals and develop approaches to achieve positive outcomes and harmonious relationships • Highly organised, able to prioritise work effectively, meet tight deadlines under pressure whilst providing a professional and supportive service 	<ul style="list-style-type: none"> • Experience managing successful programmes and projects
Attainment	<ul style="list-style-type: none"> • Graduate Degree or equivalent 	<ul style="list-style-type: none"> • Post-doctoral degree or equivalent • Leadership and/or management qualification
Knowledge	<ul style="list-style-type: none"> • Understanding of Higher Education culture and commercial drivers • Understanding of commercialisation services and routes to market. • Access to relevant KE and business networks • Understanding of the Impact agenda within Higher Education 	

Essential		Desirable
Relevant Experience	<ul style="list-style-type: none"> • Experience in the creation and implementation of KE and commercialisation strategies • Experience of developing and maintaining successful relationships and partnerships between diverse stakeholders and partners from different sectors • Experience supporting the development of successful industry collaboration and innovation proposals with a HE sector organisation • Experience of creating and establishing KE and commercialisation policies and processes • Experience of developing and securing new business, including creation of business and investment plans • Demonstrated ability in managing multi-component projects to successful delivery • Experience of leading a team and delivering results through others • Experience of leading and/or implementing change 	<ul style="list-style-type: none"> • Experience of creating spin outs • Experience of creating or supporting accelerator programmes • Experience of HEIF, HE-BCI and KEF reporting
Disposition	<ul style="list-style-type: none"> • Projects a professional image at all times • Innovative with a creative approach to problem solving, particularly when dealing with areas of ambiguity • Proactive and focussed on delivering excellent service • Collaborative and consultative, but decisive when necessary • Able to view the bigger picture, while maintaining attention to detail 	



Appointment Process and How to Apply

An executive search exercise is being undertaken by Perrett Laver to assist the recruitment committee. Informal enquiries are welcome and may be made in the strictest confidence to Research Associate, Arshya Dayal on Arshya.Dayal@perrettlaver.com or +44 (0)20 3928 7392.

Applications can be uploaded to Perrett Laver's website:

<https://candidates.perrettlaver.com/vacancies> quoting reference **6521**.

Applications should include a full academic CV and a covering letter.

The closing date for applications is **midnight (BST) on Tuesday 30th May 2023**.

Candidates who have particular requirements if invited to interview should make them clear in their applications.

Benefits

The University of Reading is committed to promoting equality, diversity and inclusion. However you identify, we actively celebrate the knowledge, experience and talents each person brings. Please a link to our face of Reading: <https://www.reading.ac.uk/about/faces-of-reading>.

For more information on the benefits of working at the University of Reading go to the Benefit pages of our website here: <https://www.reading.ac.uk/human-resources/working-at-reading/benefits>.

GDPR

Protecting your personal data is of the utmost importance to Perrett Laver and we take this responsibility very seriously. Any information obtained by our trading divisions is held and processed in accordance with the relevant data protection legislation. The data you provide us with is securely stored on our computerised database and transferred to our clients for the purposes of presenting you as a candidate and/or considering your suitability for a role you have registered interest in.

For more information about Perrett Laver and the University of Reading's approach to Data Protection and Privacy, please visit our websites: <https://www.perrettlaver.com/information/privacy/> and <https://www.reading.ac.uk/imps/data-protection>.