UNIVERSITY OF WARWICK

Job Description

Job title	Business Development Manager
Department	Warwick Innovations
Grade	8

Job purpose (a brief summary of the role)	To identify, promote, develop and exploit innovations, intellectual property and expertise arising from research at the University of Warwick.
Duties and responsibilities	• IP Management & Exploitation: Develop, protect, manage, and exploit intellectual property arising from University research. This includes leading on the design, negotiation and closure of licensing / commercialisation deals with third parties. This also includes management and maximisation of commercialisation income from their IP portfolio. • Stakeholder Engagement: Liaise with Heads of Department, research groups, and academics to build trust, foster entrepreneurial culture, support impact planning, strengthen industry relationships, and recommend tailored commercialisation strategies. This includes delivery of training and mentoring to the academic community. • Innovation Assessment: Consult with academics and staff to evaluate research outputs, identifying technologies with commercial potential and strategic value for the University in physical sciences / chemical engineering • Market Analysis & Commercial Strategy: Analyse potential markets for identified innovations to determine optimal routes for impact, including licensing or establishing University spin-out companies. • Spin-Out Support: Provide strategic and operational support to University spin-outs, including business planning, equity fundraising, founder training, guidance on translational grants, and acting as an observer at board meetings. • External Representation: Promote the University's Knowledge Exchange and Enterprise strategies through conferences, training, and advisory roles, enhancing visibility and reputation, at regional, national and international levels. • To collaborate with Research & Impact Services, Corporate Relations and colleagues in the Warwick Innovation District in IP management, negotiating research contracts, business development, regional engagement and entrepreneurship development and in supporting the Head of Operations and Commercialisation and the director of Warwick Innovations in running and improving its business and thus maximising its value to the University. • To undertake any other duties connected to the commercialisation of university research.

Person Specification

The Person Specification focuses on the essential and desirable knowledge, skills, experience and qualifications required to undertake the role effectively. This is measured by (a) Application Form, (b) Test/Exercise, (c) Interview, (d) Presentation.

Essential Criterion No.	Essential Criterion Description	Measured by
E1	Honours degree and / or PhD in physical sciences / chemical engineering	A
E2	Significant experience in a BDA role, including specific experience in closing deals, forming a spinout, and other experience in intellectual property management, market evaluation, product development, licensing, small business management, venture fund raising and marketing	A & C
E3	Broad and current technical knowledge of physical science subjects and related technologies of sufficient depth to converse intelligently with senior academics about the specifics of their research.	A & C
E4	Experienced in managing people, budgets, and strategic projects.	A & C
E5	Extensive business planning expertise, including the development of revenue generation strategies and product development	A & C
E6	Excellent organisational and time management skills with the ability to manage multiple projects under pressure.	A & C
E7	Strong commercial acumen, strategic thinking, and problem-solving abilities.	A & C
E8	Exceptional interpersonal, negotiation, and communication skills.	A & C
E9	Ability to work under pressure meeting deadlines and managing a wide portfolio of projects simultaneously.	A & C
E10	Self-motivated with a proactive approach to opportunity generation.	A & C
E11	In-depth understanding of IP law, licensing, and spin-out governance.	A & C
E12	Innovative thinker with research aptitude and enthusiasm for academic engagement.	A & C
E13	Ability to maintain confidentiality of technical and commercial information.	A & C

Desirable Criterion No.	Desirable Criterion Description	*Measured by*
D1	PhD or post graduate qualification.	A
D2	Research Experience.	A & C
D3	Employment history includes public sector and private employers.	A & C
D4	Knowledge of UK research funding and impact frameworks.	A & C
D5	Track record of successful industry collaborations.	A & C