

**JOB DESCRIPTION**  
**Faculty Director of Partnerships and Business Engagement, FST**  
**Vacancy Ref: A2138**

<b>Job Title:</b> Faculty Director of Partnerships and Business Engagement (PBE)	<b>Salary:</b> Negotiable
<b>Department/College:</b> Faculty of Science and Technology	
<b>Directly responsible to:</b> Dean	
<b>Strategically responsible to:</b> Head of Partnerships and Business Engagement (RES)/ Associate Dean for External Engagement and Internationalisation	
<b>Supervisory responsibility for:</b> Faculty PBE team and Directors of major units	
<b>Other contacts</b>  <p><b>Internal:</b> Associate Deans, Heads of Faculty Departments, Director of Enterprise and Innovation and RES staff, PVC Research and Enterprise, Research Institute and Centre Directors, all Faculty staff engaged in KE/business partnerships and engagement (PBE) activity, Deans and Associate Deans in other Faculties, staff in other faculties engaged in KE/PBE activity, students, support staff for research, finance and business partnerships.</p> <p><b>External:</b> Senior staff in UK Research Councils, Universities, European Commission, local and national government departments and research organisations, regional development partners, Local Enterprise Partnerships, large companies, SMEs, international research and funding bodies and other funding bodies and organisations relevant to science and technology.</p>	
<b>Major Duties:</b> <p>The post holder will be the primary Faculty Partnerships and Business Engagement lead. The role thus involves significant leadership as well as operational management responsibilities and is a key member of the Faculty Senior Management Team (Deans Group).</p> <p>The post holder will lead the coordination of FST knowledge exchange and business engagement activity for the entire Faculty, and lead the interaction of the Faculty PBE/KE with the wider University, ensuring good knowledge and oversight of the full set of University PBE/KE activities such as to contribute to wider University objectives. They will further represent the Faculty and FST PBE/KE activities in relevant committees and working groups.</p> <p>The individual will support the Dean and Pro-Vice-Chancellor (Research and Enterprise) in the development, planning and monitoring of strategy for the Faculty's PBE/KE activity. The post-holder will provide senior leadership for the deployment and operational oversight of funding streams associated with the Faculty's business and partnership activity (for example, HEIF, ERDF). The post-holder will interface with senior figures (e.g., CEOs) in a wide range of external organisations (including industry, government and third-sector) representing the Faculty and (when appropriate) the university.</p> <p>Key duties include:</p> <ul style="list-style-type: none"> <li>to lead and implement the strategy for business engagement activity across the Faculty and to provide Faculty input to the development of University level strategy;</li> <li>to lead the development of a coherent and ongoing operational plan for partnership and business development, working with the senior Faculty professional leads, and aligned with the University's KE strategy. This will include ensuring good cross-disciplinary working to address innovation challenges in private, public or civic/community sectors, and support for knowledge exchange activity linked to the University's Institutes and Research Centres;</li> </ul>	

- to work closely with Heads of Department, the Research Institutes and the Health Innovation Campus (HIC) to develop departmental/institute activity in PBE/KE;
- to manage Faculty professional leads for partnership and business engagement, ensuring effective oversight and coordination of knowledge exchange plans and activities across the Faculty;
- to work closely with Heads of Department, Institute and Centre Directors and Directors of externally funded units to ensure that all targets are met;
- to lead (in collaboration with the AD EE&I) interaction with the university, other faculties and with the Director of Enterprise and Innovation, Head of Partnerships and Business Engagement and the PVC Research and Enterprise, and work across to ensure seamless integration, effective communication and promotion of the Faculty's PBE/KE strategy and to develop institution-wide priorities and projects;
- to focus on the strategic development of high value external partnerships using collaborative/contract research; facilities access; CPD and bespoke training; provision of learning opportunities via work-based placements or internships and co-location into office and laboratory facilities on Campus;
- to manage the Faculty PBE/KE team and develop faculty wide roles within it;
- to oversee and monitor progress against Faculty and departmental plans, and expenditure against major knowledge exchange funding streams (e.g. HEIF), ensuring effective capture of evidence to demonstrate the effectiveness and impact of the Faculty's knowledge exchange (KE) activity;
- to play a leading role in developing and maintaining relationships with external funding bodies and other relevant organisations regionally, nationally and internationally;
- to play a leading role in maintaining and developing Faculty relationships with business and industry, from large corporates to small innovative SMEs, ensuring this is aligned with the wider University activities in this space;
- to have a comprehensive understanding of key funding bodies and funding opportunities, and to lead the identification of new funding sources building on current activities, working with the Associate Dean for External Engagement and Internationalisation. This will include the development of major programmes for regional development funding;
- to identify opportunities for enhancing the impact of the Faculty's research through engagement with key partners, and the development of effective knowledge exchange partnerships, working with Research Development Managers and Impact Managers;
- to be a member of the Faculty management team, and work alongside the Dean and Associate Dean External Engagement and Internationalisation to lead Faculty activity in PBE/KE;
- to provide leadership for the Faculty of Science and Technology on cross-institutional level KE initiatives;
- other duties as directed commensurate with the grading of the role.