Position Title: Business Development Manager

Program: Intellectual Property Ontario (IPON), York University

Reports To: Assistant Vice-President, Innovation & Research Partnerships

Contract Term: 1-year contract with possibility of extension

Hours of Work: 35 hours per week

Annual Salary: $95,000

JOB OVERVIEW:

The Business Development Manager will help York University in building strong industry and community partnerships for research and serve as a liaison between external partners and researchers to maximize commercialization opportunities. The role will be responsible for identifying and securing new partnerships, developing intellectual property (IP) strategies to maximize economic and social impact of existing and new partnerships, developing plans to support research collaborations, and driving funding uptake of partnership research programs. Bringing strong motivation to this role, the Business Development Manager will connect York University to its external partners and have a unique opportunity to develop short and long-term external collaborations for research and development with researchers, students and staff.

MAJOR DUTIES:

A. Operations and Strategic Planning

- Develop ongoing relationships with industry and government entities to increase the industry-base that York can draw upon for commercialization and industry partnership opportunities and expand the portfolio.
- Seek out opportunities to expand industry engagement activities, manage and complete special projects, and deliver reports as required on activities.
- Maintain metrics and data for industry partnership activities and provide data and reports to senior staff as needed.
- Collaborate with the Commercialization Team in VP Research office to establish commercialization plans for existing and newly disclosed IP assets, support team in identifying potential industry receptors for IP licensing, support licensing and partnership discussions with firms.

B. Partnerships

- Forge strategic relationships with corporations to assist in developing large-scale, multi-faceted industry partnerships for research and commercialization purposes.
- Increase the number of industry partnerships and funding for the university annually, working closely with the Assistant Vice President, Innovation and Research Partnerships.
- Establish relationships with partnership functions across campus to help provide support for ongoing departmental and faculty initiatives and partnerships and collaborate to drive larger,
more impactful industry research partnerships, as well as work with Faculty Research Directors and Research Officers to identify faculty members that match industry requirements.

- Develop grant applications to provincial and federal funding programs that leverage collaborations with industry/community partners.
- Network with private/non-private sectors that relate to York’s strategic research focus, working with external organizations to market York and proactively solicit sponsored research, responding to inquiries from external partners regarding York research capacity.
- Sponsor, develop, and attend industry events, increasing the presence and awareness of VPRI, the IP Innovation Clinic, and IPON, establishing strategic programs with industry groups/associations to further academic-industry partnerships and commercialization activities at York.

C. Marketing

- Work with internal and external communications service providers to create a robust communication strategy to promote collaboration success stories at the University, creating materials and content.
- Develop and deliver a suite of knowledge exchange, capacity building, and networking events with the support of IP Innovation Clinic and IPON to further promote commercialization activities and partnerships.
- Represent York at external events and meetings, engaging in pre- and post-event strategic discussions with the Assistant Vice President, Innovation and Partnerships to advance external research partnerships agenda at the University.
- Market events for maximum internal and external participation and engagement.

D. Management of Partner Engagement

- Lead decision making for daily activities on external partner engagement, working closely with IP Innovation Clinic and IPON to support commercialization activities.
- Oversee external engagement within VPRI to ensure services are provided in a complementary manner and that VPRI units are working together to provide comprehensive services whenever possible.
- Serve as the primary contact for industry and community partners, responding to inquiries and providing support as needed.
- Manage a pipeline of industry engagement opportunities, including identifying potential partners, developing proposals, and executing partnership agreements.
- Oversee provision of data for strategic internal and external reporting purposes.
- Provide effective coaching, mentoring, and development to staff to ensure their success.
- Ensure that staff are held accountable for high standards of performance and outcomes and ensure that individuals are delivering outcomes aligned with the vision and direction of the VPRI and the University.

E. Commercialization

- Identify and assess new opportunities to support the commercialization of York University's intellectual property, working closely with the Commercialization Managers, IP Innovation Clinic and IPON.
- Collaborate with university researchers and the IP Innovation Clinic to identify commercialization opportunities for their intellectual property.
- Develop and implement strategies to promote the commercialization of York University's intellectual property, leveraging the resources of the IP Innovation Clinic and IPON.
- Manage a pipeline of commercialization opportunities for York University, including identifying potential partners, developing proposals, and executing licensing agreements, with support from the IP Innovation Clinic and IPON.

**QUALIFICATIONS:**

**Education and Experience**
- Graduate degree in business or a combination of education and equivalent experience. A scientific background is an asset.
- Minimum of five years’ experience within an academic, not-for-profit, government and/or industry setting fostering research or commercialization collaborations.

**Skills and Knowledge:**
- Persuasive communication and interpersonal skills to build and maintain relationships with external partners from various industries and sectors.
- Proven ability to identify and develop external partnerships and commercialization opportunities and to negotiate and close deals with partners.
- In-depth understanding of the commercialization process, including intellectual property protection, licensing, and business development.
- Knowledge of funding opportunities and grant applications related to research partnerships and commercialization, including provincial and federal programs.
- Strategic thinking and planning skills to develop and implement plans to achieve external partnership and commercialization goals.
- Ability to work collaboratively with internal stakeholders, including researchers, technology transfer offices, and innovation clinics, to support the commercialization of research and inventions.
- Experience in marketing and promoting research capabilities and technologies to potential industry partners.
- Strong analytical and problem-solving skills to identify and overcome barriers to external partnerships and commercialization.
- Project management skills to manage multiple initiatives and partnerships simultaneously, and to ensure deadlines and targets are met.
- Entrepreneurial mindset and passion for innovation and technology commercialization.
- Able to support researchers with questions, resources, and contacts in a variety of fields.
- Strong computer skills including ability to work with a broad range of internal and external information system tools and electronic processing systems including spreadsheets, databases and research-based electronic systems

**Application Instructions:**

Please submit a cover letter and updated resume to Emma Yuen, Senior People Partner, Office of the Vice-President Research & Innovation at emmay@yorku.ca Please reference the title of the position in the subject of the email.

This position is posted until filled.