

# SME Engagement Adviser x 2

Department	Advanced Forming Research Centre, Department of Design, Manufacture and Engineering Management ( <a href="http://www.strath.ac.uk/engineering/designmanufactureengineeringmanagement/">www.strath.ac.uk/engineering/designmanufactureengineeringmanagement/</a> )		
Faculty	Faculty of Engineering ( <a href="http://www.strath.ac.uk/engineering/">www.strath.ac.uk/engineering/</a> )		
Staff Category	Knowledge Exchange	Reference No	234349
Reports To	SME Engagement Manager	Grade:	7
Salary Range:	£32817 - £40322	Contract Type:	Fixed Term (24 months)
FTE	1	Closing Date	28/04/2021

## Job Advert

The National Manufacturing Institute Scotland (NMIS) is an industry-led international centre of manufacturing expertise where industry, academia and the public-sector support bodies work together to transform skills, productivity and innovation making Scotland and the UK a global leader in advanced manufacturing. NMIS will accelerate innovation by enabling manufacturing companies to trial and test new processes, applications and technologies, demonstrate new manufacturing technologies and processes at an earlier stage and encourage supply chain collaboration at the research stage of product development. We will provide access to modern equipment and expertise to support prototyping, testing, and scale-up to industrial production, helping de-risk investment, especially for SMEs.

The Engagement Advisers will support a range of SMEs by increasing their awareness of digital and advanced manufacturing technologies and enabling them to adopt such process and technologies to benefit their business. This will be done through identifying opportunities for SMEs, scoping suitable projects, securing funding and contributing to the delivery of these industrial research led activities. A key element of this role will be working with partners such as the Scottish Manufacturing Advisory Service (SMAS) in order to identify the best support for customers.

These roles will work with manufacturing companies throughout Scotland and beyond, either on a one-to-one, or as part of a wider collaborative project, with the objective of supporting Scottish SMEs. As such, post holders will be expected to travel and work remotely.

We are looking for individuals who:

- Are passionate about helping SMEs through improving their access to technology and skills development programmes,
- Have a background in industry, research or innovation, preferably in manufacturing,
- Can work collaboratively as part of a team and communicate effectively with partners, and
- Can deliver against targets set in a strategic plan, to ensure NMIS delivers the best possible impact on manufacturing SMEs.

A key element of this role will be supporting the wider NMIS team, to ensure consideration for SME needs are embedded throughout the NMIS offering. We are looking for candidates who are capable of building relationships with the SME community, of identifying, articulating and championing their needs within NMIS and to funders, and with suitable problem solving and communication skills to be able to do so successfully. Given the focus on identifying SME support needs in manufacturing, the candidates are expected to have a suitable level of technical knowledge and project delivery experience.

NMIS is seeking to recruit a number of individuals into this role, and due to the Pan-Scotland nature of the NMIS operation, there is some opportunity for some of these posts to have a regional focus. This would mean that the primary location could be based in another area of Scotland with one of our partners acting as host. While still working for NMIS, with some travel to the main facility being required from time to time, these regional focused posts would likely serve the SMEs in their assigned area

## Job Description

### Brief Outline of Job:

The aim of these posts is specifically to increase engagement with small and medium sized enterprises (SMEs) to support them in increasing their awareness of digital and advanced manufacturing technologies and enable them to adopt such process and technologies to benefit their business. This will be done through identifying opportunities for SMEs, scoping suitable projects, securing funding and contributing to the delivery of these industrial research led activities. This role will work with manufacturing companies throughout Scotland and beyond, either on a one-to-one, or as part of a wider collaborative project, with the objective of supporting Scottish SMEs.

### Main Activities/Responsibilities:

1.	Identify companies who could benefit from working with NMIS and accessing the facilities and expertise from across the NMIS network. Approach and develop relationships with the companies to identify specific project opportunities and then determine how these can be funded – directly by the company or by seeking R&D funding, either singly or in collaboration with other industrial partners, utilising their understanding of economic development agencies and landscape.
2.	Managing and researching a portfolio of SMEs, understanding their business and potential customer base relevant to them and identifying opportunities for development and growth, ensuring SMEs are advised appropriately to maximise development and growth opportunities.
3.	Contribute to the development of the NMIS SME Engagement Plan, and utilising market analysis, contribute to the development of a programme that focuses on SME capability development and building expertise across SMEs within Scotland.
4.	Engagement Advisers will lead the development of SME focused projects within NMIS, identifying relevant funding opportunities to develop and lead proposal development for funding. This will involve working with industry and colleagues from a range of disciplines across the University, One Scotland partners, other academic partners and research centres across Scotland to appropriately scope projects to suit the SMEs capabilities.
5.	Use technology as a driver for process improvements with the aim of increasing efficiency and productivity and engage with Scottish Manufacturing Advisory Service (SMAS) in order to do this.
6.	Lead multidisciplinary project teams to define and then deliver against specific requirements of SME research and development projects.
7.	Working with internal and external stakeholders and one Scotland Partners Engagement Advisers will develop and deliver a programme of activities to raise awareness of the benefits of digital and other advanced manufacturing technologies and how the NMIS can support SMEs in their transformation journey. This could also include developing case studies and promotional material which capture the benefits and impact of digital and advanced manufacturing technologies to SMEs, and how NMIS can support this process.
8.	Working alongside SME partners, evaluate and develop appropriate manufacturing processes by: designing and conducting programmes of study; applying knowledge of product requirements, product design, and manufacture; designing, modifying, and testing manufacturing methods and equipment; conferring with NMIS partners and equipment vendors; and soliciting observations from operators to maximise opportunities for SMEs.
9.	Build a strong network internally and externally, to enable exchange of information, forming relationships with customers, suppliers and colleagues to enable future collaboration. Act as a key contact for engagement with One Scotland partner organisations for NMIS SME activities, ensuring they are kept abreast of any upcoming activities and have opportunities to feedback and participate in relevant projects.
10.	With colleagues in the Manufacturing Skills Academy, participate in running successful CPD events and consultancy activity with a focus on supporting and developing SMEs with skills and training needs.
11.	Deal with problems arising which might affect the achievement of research and development objectives and deadlines.

## Person Specification

### Educational and/or Professional Qualifications

(E=Essential, i.e. a candidate must meet all essential criteria to be considered for selection, D=Desirable)

E1 Good degree in a relevant discipline (e.g. Engineering or Physical Sciences).

E2 Relevant work experience or PhD in an appropriate discipline.

D1 Chartered Engineer/Scientist, member of professional body in an appropriate discipline.

### Experience

E3 Experience of working in a research and development role within the SME Landscape (or similar role in a similar environment)

E4 Experience of project management in a technical/industrial environment including process mapping.

E5 Experience of successfully translating industry needs into R&D projects or proposals.

E6 Experience of writing succinct technical reports and presentations for delivery to industrial customers.

E7 Awareness of economic development landscape and related funding channels suitable for SMEs.

D2 An understanding of the application of digital technologies to manufacturing processes and appreciation of the benefits of such technologies.

D3 Practical experience of industry led projects and preferably associated funding routes.

### Job Related Skills and Achievements

E8 An ability to plan and organise own workload effectively with general supervision from senior colleagues.

E9 An ability to listen, engage and persuade, and to present complex information in an accessible way to a range of audiences.

### Personal Attributes

E10 Excellent verbal and written communication skills, with an ability to interact with a variety of stakeholders.

E11 Demonstrable ability to understand and resolve complex problems.

E12 An ability to work independently or as part of a team, through participation in collaborative projects.

### Other Relevant Factors

E13 Willing to travel within the UK to support work activity (e.g. project meetings, trade shows, exhibitions, etc.).

D4 Valid UK driving licence

## Application Procedure

Applicants are required to complete an application form including the name of three referees who will be contacted before interview without further permission, unless you indicate that you would prefer otherwise. Applicants should also submit a Curriculum Vitae and a covering letter detailing the knowledge, skills and experience you think make you the right candidate for the job. Applicants should also complete the Equal Opportunities Monitoring Form.

## Other Information

Further information on the application process and working at Strathclyde can be found on our website (<http://www.strath.ac.uk/hr/workforus>).

Informal enquiries about the post can be directed to Ekaterina McKenna, SME Engagement Lead, [Ekaterina.mckenna@strath.ac.uk](mailto:Ekaterina.mckenna@strath.ac.uk)

### Conditions of Employment

Conditions of employment relating to the Knowledge Exchange staff category can be found at: [Conditions of Employment](#).

### Rewards and Benefits

Our staff have access to a wide range of outstanding benefits that include financial rewards, family friendly and wellbeing benefits and career development opportunities, details of which can be found [here](#).

### Probation

Where applicable, the successful applicant will be required to serve a 9 month probationary period.

### Pension

The successful applicant will be eligible to join the Universities' Superannuation Scheme. Further information regarding this scheme is available from [Payroll and Pensions](#).

### Equality and Diversity

We value diversity and welcome applications from all sections of the community.

The University currently holds a Bronze Athena SWAN award, recognising our commitment to advancing gender equality in academia across all academic disciplines and professional and support functions.

### University Values

The University's Values capture what we're all about: who we are, what we believe in and what we stand for. [Our Values](#) have been derived from how we act and how we expect to be treated as part of Strathclyde.

