

CMAC Business Development & Translation Manager

Department	Strathclyde Institute of Pharmacy and Biomedical Sciences (www.strath.ac.uk/science/strathclydeinstituteofpharmacybiomedicalsciences/)		
Faculty	Faculty of Science (www.strath.ac.uk/science/)		
Staff Category	Administrative and Professional	Reference No	387401
Reports To	CMAC Industry Director	Grade:	8
Salary Range:	£41526 - £51034	Contract Type:	Fixed Term (24 months)
FTE	1 (35 hours/week)	Closing Date	26/08/2021

Job Advert

The Continuous Manufacturing and Advanced Crystallisation (CMAC) Hub is a world-class centre of excellence for advanced pharmaceutical manufacturing research and training. As an EPSRC Future Manufacturing Research Hub, led by the University of Strathclyde we work in close collaboration with a number of spokes at leading UK academic institutions (Bath, Cambridge, Imperial College, Leeds, Loughborough, Sheffield) and linking with international centres in the US, Europe and Far East. Working in partnership with industry, CMAC's purpose is to transform the development and manufacture of medicines through advanced design and manufacturing technologies including the development of Digital Twins and MicroFactories. The four key pillars of CMAC's program are to: deliver high quality manufacturing research; develop the workforce of the future through skills development and training; to drive effective translation of research into industry and, to continue to develop our world leading facilities and lab of the future infrastructure. As part of the University of Strathclyde, CMAC is also a strategic research partner for the Centre for Process Innovation's (CPI) established Medicines Manufacturing Innovation Centre (MMIC).

CMAC's demand led vision has been developed through close collaboration with our Tier 1 industry partners (GlaxoSmithKline, AstraZeneca, Novartis, Bayer, Takeda, Lilly, Pfizer, Roche) and a wide range of technology companies. Established in 2011, CMAC has contributed to a £150m funding portfolio and currently comprises more than 130 staff and researchers, including academics, post docs, PhD students as well as an experienced support team. Building on significant capital investments CMAC has established the National Facility team to broaden our ability to support and engage a wide user community within the £90M Technology & Innovation Centre (TIC) at Strathclyde.

This post offers an exciting opportunity to lead CMAC's technical translation working effectively at the academic and industry interface. The Business Development (BD) & Translation Manager will deliver industry leading technical translation to Tier 1s and other National Facility users, engaging, maintaining and growing a sustainable pipeline of industry funding to support delivery of CMAC's strategy and deliver the National Facility business plan.

You will be responsible for development and delivery of industry business engagement, Tier 1 Key Account Management (KAM) and non-Tier 1 business, and expansion of CMAC fee for services revenue through the CMAC National Facility. Reporting to the CMAC Industry Director, other duties will involve, project feasibility assessment, contractual management, and industry marketing and communications. Also, working in conjunction with the CMAC Director and National Facility Manager to ensure alignment in research capabilities, infrastructure, scheduling, skills and industry engagement strategies and maximise opportunities across CMAC. The post holder will ensure execution of CMAC's Strategic Implementation Plan, Hub Pathways to Impact and CMAC National Facility translation activities.

The role is key in ensuring industry partners derive value from the program through appropriate routes (1-1, placements, core projects, CMAC Hub and research portfolio, translation projects) and create effective routes for knowledge exchange, IP generation or commercialisation routes to maximise the impact from research. A key interaction will be co-ordination of industry Technical Committees and ensuring effective and efficient running.

Job Description

Brief Outline of Job:

You will be responsible for the development and delivery of industry business engagement, Tier 1 Key Account Management (KAM) and non-Tier 1 business, and expansion of CMAC fee for services revenue through the CMAC National Facility.

Main Activities/Responsibilities:

1.	Lead and manage a range of collaborative knowledge exchange activities, including complex projects with budgetary oversight, delivering innovative outcomes of national/international significance and direct value to Tier 1 partners and CMAC's industrial partners and/or National Facility (NF) clients. Work with the CMAC NF Team/Manager and other colleagues to produce quotes and proposals, ensuring a smooth client experience from technical discussion through contract negotiation to project launch.
2.	Act as CMAC's Key Account Manager (KAM) for the Tier 1 company members. This involves strategic engagement to manage their engagements across the whole of CMAC ensuring alignment with their interests to ensure a sustainable CMAC membership model. Work closely with the Industry Director and Tier 1 Co-ordinator to lead in all account management day-to-day operations, including KAM meetings, comms and Industry Board providing support to CMAC Director and others as appropriate in preparation for meetings.
3.	Responsibility to support the delivery of the CMAC National Facility business plan.
4.	Provide sales and marketing expertise to meet the strategic business plan for the CMAC fee-for-service project portfolio. The role will include the development of appropriate marketing and communication strategies tailored to market needs that will increase the volume of CMAC's collaborations.
5.	Drive the strategic implementation plan in partnership with the CMAC Industry Director with primary focus on Excellent Translation to industry theme and OTIF execution of proprietary projects.
6.	Develop sustainability and growth of Tier 1 and Tier 2 Membership and support strategic funding initiatives and project development with regular, targeted engagement opportunities.
7.	Contribute to tailored communication for Tier 1 partners, highlighting the deliverables and benefits of membership and the progress of research Hub and other aligned projects from the portfolio, with focus on bespoke technical translation across international sites.
8.	Co-ordinate Technical Committee meetings, driving value and implementing in consultation with Industry Technical Committee lead improvement to efficiency and effectiveness.
9.	Responsible for project follow-up and tracking using Customer Relationship Management (CRM) system. Lead the management of this process with support from CMAC National Facility Team/Manager and Administrator. Accountable for the development and costing of projects requiring CMAC National Facility support, engaging with the wider CMAC academic and industry teams to identify opportunities, ensure procedures developed and implemented and recommending areas of improvement to CMAC Facility team and CMAC Management.
10.	Provide expert advice and guidance across a number of teams and/or projects or across the University as a whole, co-ordinating the work of others (where there is no line management responsibilities) to achieve service delivery/project objectives and mentoring of researchers and staff in industrial relevance of research.
11.	Provide operational support for CMAC ensuring compliance with University policy, and support the CMAC Director and Industry Director in delivery of strategic objectives.
12.	Provide support to other initiatives as required to achieve important goals, working collaboratively as part of a team, e.g. supporting major CMAC events such as the CMAC Open Day or Showcase events, attending Trade Shows or Conferences to build networks.
13.	Engage in continuing professional development.

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 Relevant Degree/Professional qualification(s)

D1 An outstanding track record of business development achievement as a senior professional in the telco, power networks or related market.

D2 PhD in a relevant discipline or MBA.

Experience

E2 Extensive relevant leadership experience within pharmaceutical or related industry and/or at the academic/industry interface, demonstrating professional development through a series of progressively more demanding and influential work roles.

E3 Significant expertise in collaborative multidisciplinary teams and ensuring key targets are met within resource constraints.

E4 Highly developed knowledge of the principles, theory and practice of a specialist field of work that may be of an academic, research or industrial nature of relevance to CMAC.

E5 Credibility and technical track record for pharmaceutical industry engagement in research activity relevant to CMAC.

E6 Knowledge of medicines manufacturing including the scientific, engineering, regulatory and business challenges faced by CMAC Tier 1 industry partners.

E7 Experience in managing marketing and communications functions within a business

E8 Strong technical and strategic links at an appropriate level to develop further productive relationships with industry, academics and key external bodies.

Job Related Skills and Achievements

E9 Authoritative understanding of technology related research, knowledge exchange and innovation in an industry context and/or at the academic-industry interface.

E10 Strategic thinker, including the ability to identify, develop and seek funding for new opportunities and highly developed skills in planning at a strategic level and long term visioning.

E11 Capability and capacity to lead national or international technical transfer projects.

Personal Attributes

E12 Excellent communication, analytical and negotiation skills including confidence in engaging with and presenting to diverse audiences.

E13 Personal experience and gravitas and the skill to work collaboratively, fostering relationships and influencing a broad range of internal and external partners nationally and internationally.

E14 Ability to develop productive relationships with industrialists, academics and key external bodies.

E15 Excellent interpersonal skills and ability to work well with diverse teams in a dynamic and changing environment.

Other Relevant Factors

E16 Ability to disseminate conceptual and complex ideas to a wide variety of audiences using appropriate media and methods to promote understanding.

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 Massimo Bresciani, CMAC Industry Director (massimo.bresciani@strath.ac.uk).

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](#).

Conditions of Employment

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

Pre-employment health screening

An offer of appointment will be subject to a medical assessment by Occupational Health. An individual who accepts an offer of employment must complete a confidential medical questionnaire and forward it to the Occupational Health Nurse within 5 days of receipt. If further information is required the individual may be contacted by the OHN or a Medical Advisor and a personal appointment with the individual may be arranged. An unconditional contract of employment will not be issued until Human Resources receives confirmation that applicant is fit to undertake the duties of the post.

Probation

Where applicable, the successful applicant will be required to serve a 12 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](#).

Relocation

Where applicable, the University offers a relocation package to support new employees who meet the eligibility criteria. The relocation package is offered as a contribution towards costs incurred, and is designed to be flexible, allowing staff to use the financial support available in the way that will be most helpful to them. Further details are outlined in the Relocation Policy.

Interviews

Formal interviews for this post will be held during September.

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 women's careers in science, technology, engineering, maths and medicine (STEMM) employment in academia.

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.



Conditions of Employment

Administrative and Professional Services Staff Grades 6 and above

1. GENERAL CONDITIONS

Members of staff are subject to the Charter and Statutes and the Ordinances and Regulations of the University, published in the Calendar, and to any amendments or additions thereto approved by the University Court and, in the case of the Charter and Statutes, the Privy Council. Staff are also expected to familiarise themselves with, and adhere to, general University policies and procedures, as published on University web pages.

The University Court recognises Strathclyde University and College Union (SUCU) as the sole body with which it will negotiate and consult on all collective issues concerned with the terms and conditions of employment of Administrative and Professional Services staff in Grades 6 and above. Such terms and conditions may be varied by the University Court after negotiation and consultation with SUCU.

Each member of staff is responsible for the proper performance of allocated duties to the person or persons specified in the member of staff's letter of appointment and any accompanying papers.

The University is committed to ensuring that its business is conducted in an open and transparent manner and will take all appropriate steps to address risks of bribery or corruption. Members of staff are required at all times to act honestly and with integrity and to safeguard the resources for which they are responsible. The University has in place a robust Public Interest Disclosure (Whistleblowing) Policy to enable concerns to be brought to its attention. This is available at www.strath.ac.uk/publicinterestdisclosure. Other relevant policies, e.g. Fraud Prevention and Conflicts of Interests, can also be found on the University's website.

Any member of staff may at any time be exposed to commercially sensitive information, information related to potentially valuable intellectual property or information which may otherwise be of a confidential nature. This information, which could be found anywhere in the University, may be written or disclosed orally, can include information of a commercial or technical nature, and may be owned by the University or by third parties. The University requires all employees to keep any such information confidential in the first instance and not disclose, publish or otherwise disseminate it without prior consent of the University. Such confidentiality obligations are commonplace and in the commercial interests of the University. When in doubt advice should always be sought from Research and Knowledge Exchange Services prior to disclosure.

The University operates probationary periods for new staff, the duration of which will be specified in individual letters of appointment. The normal probation period for posts in this staff category is 9 months for those at grades 6 and 7, and 12 months for grades 8 and above. Further guidance on probationary procedures is published at www.strath.ac.uk/hr.

Further information on the terms and conditions specified in this document and other staffing policies and procedures can also be found at www.strath.ac.uk/hr.

2. SALARY

Appointments are made at an appropriate salary point on the University's grading structure, with initial placing determined according to qualifications and experience. Increments are paid to staff on 1 April each year, when the employee has a minimum of 6 full months of service at the appointed grade, allowing progression to the next point on the salary scale until the top guaranteed point of the scale is reached.

Arrangements in relation to overtime, additional hours, non-standards and on-call working are published at www.strath.ac.uk/staff/policies/hr

Salaries are paid directly to staff members nominated bank account, normally on the second last working day of the month.

3. HOURS OF WORK

The normal working week is 35 hours. Unless otherwise indicated in an individual's letter of appointment, the normal hours are 9.00am to 5.00pm Monday to Friday with a one hour lunch break. Certain members of staff may be required to work some hours outwith this normal pattern and this should be agreed locally.

Overtime rates do not apply to staff grades 6 and above. Where a Head of Department/School/equivalent requests additional work, above the standard working week to meet the particular requirements of the Department, equivalent time off in lieu may be granted by prior agreement.

4. HOLIDAYS

Annual leave entitlement is 31 days per year to be taken by agreement with the line manager. For staff members working on a part-time basis, holidays will be calculated on a pro-rata basis.

In addition to annual leave there is an entitlement to eleven public holidays per year which should be taken on days that the University is closed for this purpose. The University presently closes for four additional days over the Christmas and New Year period. **These additional days count against the annual leave entitlement.**

For staff members working on a part-time basis, public holiday entitlement will be calculated on a pro-rata basis.

Annual leave and public holiday entitlements should be taken in the leave year to which they relate. Up to five days leave can be carried forward into the new leave year subject to line management agreement. In exceptional circumstances, Heads of Department/School/equivalent may approve carry forward of accrued annual leave in excess of five days.

The University's expectation is that staff take all accrued holidays prior to their termination date. If staff have exceeded their entitlement the University will deduct an equivalent number of days pay from final salary payments.

5. SICKNESS ABSENCE

During any period of absence through illness or injury provided the appropriate notification and certification procedures have been followed the University will pay a member of staff (having taken account of the aggregate of all periods of absence due to illness during the twelve months immediately preceding the first day of the current absence) as follows:

Period of Continuous Employment at start of absence from work	Full Pay	Half Pay
Less than 1 year	1 month	1 month
1 year but less than 2 years	2 months	2 months
2 years but less than 3 years	4 months	4 months
3 years but less than 5 years	5 months	5 months
5 years or more	6 months	6 months

In order to manage the University's sick pay scheme the University requires to maintain sickness absence records on individual members of staff. When making payments after the expiry of statutory sick pay the University will deduct an amount equivalent to any benefit normally payable by the Department of Work and Pensions. For full details on the general University policy in this area please refer to the Sickness Absence Management Policy at www.strath.ac.uk/staff/policies/hr.

6. PENSIONS

If you are under age 75 at the date your appointment commences you will automatically become a member of the pension scheme operated by the University – the Universities Superannuation Scheme (USS). You will be admitted to the career revalued benefits scheme called the USS Retirement Income Builder, the contribution rate that currently applies is 9.6% of pensionable salary. A threshold applies to the maximum salary that counts towards the USS Retirement Income Builder. From 1 April 2021, the threshold is £59,883.65 per year. Contributions based on salary above the monthly equivalent rate of the threshold are paid to the defined contribution section of the scheme called the USS Investment Builder. Information regarding USS can be found in the scheme booklet located on the website: https://www.uss.co.uk/-/media/Project/USSMainSite/Files/For_members/Guides/Your_guide_to_Universities_Superannuation_Scheme.pdf. The scheme booklet is called 'Your Guide to the Universities Superannuation Scheme'.

The University operates a salary exchange arrangement, Pensions Plus, for members of the USS. Pensions Plus enables pension contributions to be made in a manner so that both employees and the University can benefit from available National Insurance Contribution savings. You will be automatically included in Pensions Plus, provided it does not adversely affect your take-home pay or your ability to claim certain state benefits. If your earnings fall below the Pension Plus pay protection limit you will be opted out of Pension Plus. This will not affect your membership of the USS.

New members of staff may opt out of USS within three months of taking up appointment and will then be treated as if they had never been a member of the scheme. After three months members of staff who wish to withdraw from USS during their employment will be required to give a minimum of 28 days' notice in writing to the University. Any member of staff who wishes to opt out should contact the Pensions Section, Finance, in the first instance (pensions@strath.ac.uk). Please note that if you are a member of Pensions Plus and withdraw from USS with less than two years of membership, or cease employment with the University and have less than two years of USS membership, the option of a refund of pension contributions will not be available to you. Instead, USS must provide you with a pension benefit that is payable from your Normal Pension Age. Regardless of whether you participate in Pensions Plus, if you are a member of the pension scheme for two years or more you are not entitled to a refund of pension contributions on leaving the scheme, you will be entitled to a pension benefit.

The University reserves the right to alter or withdraw Pensions Plus as it sees fit or as required to comply with legislative changes. Withdrawal or amendment of Pensions Plus will not affect your membership of USS. If you do not wish to participate in Pensions Plus but wish to remain in

the pension scheme please contact the Pensions Team who will provide you with a non-participation form.

Information regarding pension scheme membership can be found on the Pensions pages of the University's website. Full information regarding USS can be found on the USS website – www.uss.co.uk

7. PLACE OF WORK AND RESIDENCE

Members of staff will be based on the John Anderson Campus, unless otherwise stated in the letter of appointment. The Department/School in which the post is initially placed will be specified in the letter of appointment although there will be an expectation to work at such other places as required in the course of employment.

If the need arises for members of staff to work outside the UK for a period (or periods) of more than one month then such arrangements will be subject to mutual agreement. Members of staff would then be provided with a statement in advance setting out the terms covering such periods of employment.

The University does not normally place specific restrictions upon the place of residence of members of staff. All staff are, however, expected to reside in a location which is compatible with the satisfactory fulfilment of all the duties associated with their appointment.

8. CONSULTANCY/FURTHER ACTIVITIES

To support the strategic objectives of the University and to facilitate individual professional development, the University encourages staff to engage in professional activities with outside bodies related to their field of work. In many cases, such activity will be approved on the basis that it represents University knowledge exchange activity and should therefore be treated as part of the individual's overall workload and managed through the University's systems. It is also recognised that there will be some cases where an activity is entirely separate from the University and should thus be notified/approved as a personal business activity. For further information please refer to the "University Procedure in relation to Work for Outside Bodies including Consultancies", which forms part of the employment contract and can be accessed at www.strath.ac.uk/hr

9. DISCIPLINARY AND GRIEVANCE PROCEDURES

Further information on the University's disciplinary and grievance procedure can also be found at www.strath.ac.uk/policies/hr or on request from Human Resources.

10. NOTICE AND TERMINATION

The employment of a member of staff is terminable by at least three months in writing, on either side; except during probationary period when the notice period is one month. If notice is being given by a member of staff earlier release may be granted if this can be arranged without detriment to the work of the department or area. If the appointment is for a fixed term it will expire at the end of the period without the necessity for notice. Fixed term contracts may be terminated by either party short of the expiry date by the serving of one month's notice in writing. The University is not obliged to continue a fixed term appointment beyond the employment period. For employees appointed above Grade 10, the notice period for both the employer and employee will be 6 months, except during the probationary period when a one month's notice period will apply. One month's notice will also apply for fixed term contracts terminated short of the expiry date.

Revised April 2021