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# Business Development Associate

Centre	National Manufacturing Institute Scotland (NMIS) ( <a href="https://www.nmis.scot/">https://www.nmis.scot/</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	315919
Reports To	NMIS CCO	Grade:	7
Salary Range:	£32,817 - £40,322	Contract Type:	Open Contract
FTE	1	Closing Date	25/05/2021

## Job Advert

The University of Strathclyde in Glasgow possesses a large internationally rated Engineering Faculty with a proud history of successful joint ventures with industrial and enterprise partners. The Advanced Forming Research Centre (AFRC), based at Inchinnan near Glasgow's International Airport, has now been operational for eleven years during which time Industrial, Academic and Government partners have worked together to establish a world leading research facility for the shaping of materials. The centre works closely with major industrial companies including Rolls-Royce and Boeing, and since 2011 it has been a part of the UK High Value Manufacturing (HVM) Catapult. Since its launch, the AFRC has achieved a rate of growth and industrial engagement, which has surpassed expectations. Now a specialist centre within the National Manufacturing Institute Scotland (NMIS), in the coming years, the AFRC will focus on consolidating its primary strength in forming and forging technology, as well as continue to develop its ability to support businesses wishing to innovate and will continue to act as a focal point for high value manufacturing in Scotland.

This renewed focus, and the desire to maintain growth, has resulted in the need for a Business Development Associate in our Materials Characterisation and Residual Stress Team. This role will involve:

- Developing relationships with new company contacts.
- Establishing the technical and business needs and innovation opportunities for potential partner companies.
- Matching partner needs with available solutions in the AFRC, the University of Strathclyde, and the HVM Catapult, and identifying opportunities for growth/change in the AFRC.
- Developing consortia made up of companies with a shared interest in common problem areas.
- Defining project work content via detailed statements of work and/or bid submissions.
- Winning contracts and grants, either in the form of commercial work from companies or public funds from competitive funding calls.
- Completing fast turnaround projects, customer workshops and consultancy assignments.

To be considered for this role you will be educated to a minimum of Degree level in an engineering or physical science discipline with relevant experience in a similar role or be educated to PhD level in a relevant discipline. You will be able to demonstrate an enthusiasm for innovation and an interest in the manufacturing sector and be able to convey a level of credibility in discussing

these subjects. You will have an ability to plan and organise your own workload, excellent troubleshooting skills, including a methodical approach to solving complex problems, and an ability to work as part of a team. You will have excellent written and verbal communication skills, with an ability to interact with a range of stakeholders in both industry and academia and an ability to listen, engage and persuade, and to present complex information in an accessible way to a range of audiences. You will also be a self-starter with excellent judgement, and calling on your experience of science, engineering and applied manufacturing, the ability to independently develop solutions and plans. You will have the ability to match opportunities to capability, using your skills in listening, engagement and persuasion to develop clear action plans from complex situations with customers. You will be proactive, dynamic and ambitious with a demonstrable aptitude for turning technical and business issues into practical action plans, which can be supported by commercial clients.

Whilst not essential for the role, candidates with practical experience of specifying, planning and coordinating research and development in high value manufacturing are highly desired, as are those with direct experience of industrial supply chains. Knowledge of materials science, related manufacturing processes and product applications, and problem solving techniques, is also highly desirable.

## Job Description

### Brief Outline of Job:

The Business Development Associate will report to the NMIS Chief Commercial Officer. The aim of the post is to define new commercial business, funded project opportunities, and the recruitment of new AFRC member companies. The AFRC has a strong drive to increase its engagement with small and medium sized enterprises (SMEs), so this role will require a level of engagement with companies of all sizes. Typically, the post holder will manage engagement with new customers from first contact through to project launch and/or membership accession. In some cases, there may be a need to complete (typically small-scale) project activity for the client.

### Main Activities/Responsibilities:

1.	Establish the technical and business needs as well as innovation opportunities for potential partner companies through a combination of initial web based research, meetings, discussions, internal and external events, facility visits and facilitated workshops. Analyse activity including events activity and generate project plans/statements of work, which encompass customer requirements.
2.	Identify and evaluate potential customer needs against capabilities within the AFRC, the University of Strathclyde, and the HVM Catapult. Liaise with appropriate bodies to ensure that required capabilities and resources are available and generate project proposals to meet customer requirement.
3.	Following discussions/engagements with companies, work with colleagues within the Materials Characterisation and Residual Stress Team to define project work content via detailed written statements of work and/or public funding bid submissions.
4.	Contribute to the development and implementation of the Materials Characterisation and Residual Stress Team strategy.
5.	As part of the wider AFRC team, develop consortia of companies with a shared interest in common problem areas through networking, a review of customer/sector issues and solutions, an awareness of innovation and collaborative opportunities among target organisations.
6.	Lead, manage and secure contracts and grants, either in the form of commercial work from companies, or competitive public funds such as Innovate UK, Scottish Enterprise, and EPSRC.
7.	Develop and manage relationships with new industrial contacts and secure growth in AFRC membership; some contacts will arise from market intelligence conducted by the post holder or enquiries processes, others will be identified through sector- or technology-focused investigations.
8.	Undertake research to identify market trends and targets as well as opportunities to partner with external organisations to reach new audiences and promote AFRC offering to a wider industrial market.
9.	Work with the Marketing and Communications Manager, liaise with companies to collect and collate relevant information, testimonials and other required information to promote AFRC to the wider community.
10.	Complete quick turnaround projects, customer/stakeholder workshops and consultancy assignments including facilitated group workshop activities aimed at identifying and addressing strategic gaps in innovation and technology, and to manage activities of contractors and collaborators who are involved in demonstrating new technologies. Follow on work could include customer/stakeholder workshops and consultancy assignments including facilitated group workshop activities aimed at identifying and addressing strategic gaps in innovation and technology in the longer term.
11.	Work collaboratively with AFRC colleagues to determine best practice including establishing the best customer engagement techniques, ensuring suitable solutions are proposed utilising the most appropriate combination of

	internal and external resources, as well as providing an ongoing level of customer engagement throughout any project(s) to ensure excellent customer service and working relationships.
12.	Input as a team member into departmental administrative activities, including continuous improvement of business development procedures, targeted marketing materials, and improving AFRC's standard service offerings ensuring its suitability to support AFRC's developing customer base.
13.	Engage in continuous professional development. The ability to support all the listed areas (albeit with supervision in some cases) would be expected, and the development plan would be aimed at experiential growth and driving a level of specialist capability in addition to the basic requirements of the job.

## 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 Educated to a minimum of Degree level in an engineering or physical science discipline coupled with relevant experience in a similar role; or a PhD in a relevant discipline

D1 Membership of relevant Chartered/professional bodies.

D2 Formal qualification in Materials Science/Metallurgy, and/or experience in the industrial metallurgical/materials science sector.

### Experience

E2 Experience of working in the area of manufacturing or other science/engineering discipline.

E3 Experience working in a customer-facing role, and of building strong customer relationships.

E4 Experience of organising and supporting complex meetings involving a range of internal and external customers/stakeholders.

D3 Experience working in an academic or industrial research centre, laboratory or workshop

### Job Related Skills and Achievements

E5 Ability to analyse industry processes, for example manufacturing processes within an industry setting, and turn technical or business issues into practical action plans.

E6 Ability to clearly communicate information, sometimes of a technical nature, both verbally and in writing and possess excellent people skills.

E7 An ability to listen, engage and persuade, and to present complex information in an accessible way to a range of audiences.

E8 Excellent organisational skills to plan and manage a varying day to day workload and a range of conflicting priorities, coupled with strong IT skills including proficiency with office packages.

### Personal Attributes

E9 An ability to negotiate with industry members and disseminate technical knowledge and provide clear AFRC capability information.

E10 An ability to work as part of a team, and to build relationships with a broad range of customers and stakeholders in both industry and academia.

E11 Excellent written and verbal communication skills with the ability to interact with a variety of stakeholders, along with an enthusiastic and determined attitude, focusing on identifying solutions rather than just describing barriers to action.

E12 Credibility with customers and the ability to influence through listening, engagement and persuasion.

E13 Able to negotiate between customer needs and internal research centre capabilities and priorities.

E14 A structured and disciplined approach to the understanding and resolution of complex problems.

E15 An ability to think of creative solutions to complex problems and to convey enthusiasm for innovation and manufacturing.

### Personal Attributes

E16 Flexibility and willingness to travel (up to 25%) to support work activity, e.g. attend trade shows, exhibitions, and visit customer sites (locally and globally) as required.

E17 Have a valid UK driving license and access to your own vehicle.

# 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 Stuart Laidlaw, Knowledge Exchange Fellow ([stuart.laidlaw@strath.ac.uk](mailto:stuart.laidlaw@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](#).

### 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 on 08/06/2021.

### 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.

