



<b>Job title</b>	Senior Business Development Manager (ERA and Midlands Innovation)	<b>Job family and level</b>	Administrative, Professional and Managerial Level 5
<b>School/ Department</b>	Energy Research Accelerator (ERA) , Engineering	<b>Location</b>	Jubilee Campus

## Purpose of role

The role holder will join the Energy Research Accelerator (ERA) team hosted at the University of Nottingham. They will lead collaborative research and business development for the ERA programme and other Midlands Innovation research platforms as required. The role will work in conjunction with the ERA Leadership Group, university partners and stakeholders, and the Midlands Innovation team.

Responsibilities will include proactively engaging and working closely with energy research active staff across the ERA and Midlands Innovation partnership, as well as external research networks, to lead a portfolio of activities to increase the volume of collaborative energy research within the partnership. The role will have responsibility in all stages of research proposal development, including identification, consortia formation, development, and writing, across the energy and complementary academic disciplines.

The role will support the effective running of the ERA project, providing line management and project management as required.

The role will involve travel across the Midlands (and the wider UK by agreement).

	<b>Main responsibilities</b> (Primary accountabilities and responsibilities expected to fulfil the role)	<b>% time per year</b>
1	<p><b>Driving impact and creating opportunities</b></p> <p>To lead the strategic planning and business development activities of the ERA programme, resulting in the identification and delivery of large-scale funding opportunities that drive impact. Working closely with colleagues and external contacts, this may include:</p> <ul style="list-style-type: none"> <li>▪ Horizon scanning and identifying opportunities and external trends in the energy funding landscape</li> <li>▪ Monitoring changes to the external funding environment, such as government and key funders' strategic objectives</li> </ul>	30%

	<ul style="list-style-type: none"> <li>▪ Engaging with external funding bodies, e.g. UKRI, Government departments, British Council, European Commission, etc, to gather intelligence for reporting and dissemination, coordinating visits and raising opportunities for influencing calls</li> <li>▪ Creating effective relationships with industry partners, and the ERA Industrial Advisory Board in particular, to identify areas of mutual benefit and act as a liaison with industry for academics when required.</li> <li>▪ Creating opportunities through the development of concepts for large-scale investments based on the knowledge and understanding of the research interests of partners</li> <li>▪ Supporting the development and delivery of the ERA strategy including research plans, research mapping activities and identification and targeted promotion of funding opportunities</li> <li>▪ Develop and maintain a good knowledge and understanding of the higher education research and innovation funding ecosystem (UK and international), disseminate targeted funding opportunities and develop a bidding pipeline</li> <li>▪ Develop an understanding of Midlands-wide strengths and priorities in the energy sector, including the interests of the Combined Authorities and Midlands Engine.</li> </ul>	
2	<p><b>Research and business development activities</b></p> <p>Working with the ERA Leadership Group, identify new collaborative opportunities that will secure research income for the partners, strengthen research collaborations between the ERA partners and grow collaborative activity in energy.</p> <ul style="list-style-type: none"> <li>▪ Identify and pursue opportunities for research collaborations in topics relevant to ERA partner strengths (e.g. energy storage, energy generation, renewable energy, hydrogen, socio-economics aspect of energy technologies, supply chain, and related fields) that are appropriate for multi-institutional collaboration.</li> <li>▪ Facilitate collaborative responses to funding calls by providing strategic support during the proposal development phase, including coordinating inputs from multiple stakeholders and ensuring timely contributions, contributing to proposal drafting, sourcing letters of support, etc.</li> <li>▪ Coordinating large strategic and/or complex funding proposals</li> <li>▪ Leading on internal peer review and mock interview panels for proposals.</li> <li>▪ Encourage collaborations between ERA partner institutions through building networks with partners and through organising sandpits, networking events, and engagement for partners.</li> <li>▪ When appropriate connect with partners strategic initiatives, e.g. Centres, Institutes, Interdisciplinary Research Clusters to encourage collaboration</li> <li>▪ Represent ERA and Midlands Innovation at energy research and industry events, conferences and meetings</li> <li>▪ Promoting the energy research capabilities of the partnership at events and conferences.</li> </ul>	30%
3	<b>Project management</b>	30%

	<p>Undertake the day-to-day project management of the ERA programme, to include</p> <ul style="list-style-type: none"> <li>▪ Build positive relationships with the individual members of the ERA Leadership Group and ensure a good understanding within the ERA team of their institutional energy research priorities.</li> <li>▪ Work with other members of the ERA team and the Midlands Innovation Director to ensure effective overall management of the ERA programme taking on activities as required to ensure its effective running.</li> <li>▪ Support the Chair of the ERA Leadership Group in ensuring effective Leadership meetings and the delivery of actions.</li> <li>▪ Prepare reports and presentations for ERA Leadership Group and Midlands Innovation committees on topics including funding opportunities, proposals under development, current collaborative initiatives coming to an end.</li> <li>▪ Support partner engagement with members of the ERA Industrial Advisory Board (IAB) and work with the ERA Leadership Group to ensure ongoing, effective and valuable engagement with the senior representatives on the IAB.</li> <li>▪ Ensure that ERA activities connect with other areas of Midlands Innovation work, e.g. Midlands Mindforge and the Universities as Drivers of FDI programme. Seek to align activity when possible.</li> <li>▪ Manage existing business networks, e.g. the Hydrogen Off Road Network (HORN), organising activities for network members</li> <li>▪ Liaise with industrial stakeholders to build an understanding of market trends and their research strengths to feed into funding opportunities</li> <li>▪ Work with the ERA Skills Manager to integrate skills development into future funding proposals</li> <li>▪ Support ERA skills activity by acting as a liaison with industry as required</li> <li>▪ Respond to external requests for information on ERA activities</li> </ul>	
4	<p><b>Other duties</b></p> <ul style="list-style-type: none"> <li>▪ As directed by the ERA Leadership Group and Midlands Innovation Director</li> <li>▪ Support wider Midlands Innovation initiatives and flagship events as required</li> <li>▪ There will be a requirement for regular UK travel</li> <li>▪ Some international travel may be required (to be agreed with the ERA Leadership Group)</li> </ul>	10%
5	Any other duties appropriate to the grade and role	

## Person specification

	<b>Essential</b>	<b>Desirable</b>
<b>Skills</b>	<ul style="list-style-type: none"> <li>▪ Demonstrate ability to liaise, communicate and build working relationships across a diverse range of internal and external stakeholders</li> <li>▪ Demonstrate ability to communicate effectively at all levels</li> <li>▪ Demonstrate negotiation and influencing skills</li> <li>▪ Demonstrate ability to work effectively both independently and as part of a team</li> <li>▪ Excellent oral and written communication skills, including presentations and attention to detail</li> <li>▪ Demonstrate excellent planning, organisation and strategic thinking skills</li> <li>▪ Demonstrate proven analytical and problem-solving skills</li> <li>▪ Ability to interpret complex documentation and to advise on their impact effectively and appropriately</li> <li>▪ Demonstrate interpersonal skills</li> <li>▪ Demonstrate ability to conduct teams and projects</li> <li>▪ Excellent computer literacy</li> <li>▪ Ability to adapt to changing priorities and timescales and see tasks through to completion</li> </ul>	<ul style="list-style-type: none"> <li>▪ Demonstrable understanding of the research funding landscape in the energy sector</li> <li>▪ Understanding of regulations and legislation governing research</li> </ul>
<b>Knowledge and experience</b>	<ul style="list-style-type: none"> <li>▪ A track record in business development and income generation environments in a Higher Education</li> <li>▪ Demonstrable partnership development skills and academic / industry collaboration either through experience in the Higher Education sector or from an industrial / commercial perspective</li> <li>▪ Experience of supporting large research applications and projects</li> <li>▪ Project Management experience</li> <li>▪ Experience of supporting collaborative research or managing collaborative projects</li> </ul>	<ul style="list-style-type: none"> <li>▪ Extensive experience of engaging and negotiating with external funding bodies</li> <li>▪ Knowledge of financial procedures relating to research grants</li> <li>▪ Experience with working in university collaborations.</li> <li>▪ Significant experience of working with businesses and government bodies to develop innovative projects which lead to income generation in a related area</li> </ul>

	<ul style="list-style-type: none"> <li>Well-networked the energy sector, with an appreciation of government funding bodies</li> <li>Knowledge and understanding of national policies for research and knowledge exchange</li> <li>Experience of working in a large, complex organisation</li> </ul>	
<b>Qualifications, certification and training (relevant to role)</b>	<ul style="list-style-type: none"> <li>Educated to degree level or equivalent in a relevant scientific field</li> <li>Proven track record of extensive experience working in a business development role</li> </ul>	<ul style="list-style-type: none"> <li>A post-graduate degree in energy or related field</li> <li>Qualified in PRINCE2 or Managing Successful Programme (MSP)</li> <li>Project Management qualification</li> </ul>



## Expectations and behaviours

The University has developed a clear set of core expectations and behaviours that our people should be demonstrating in their work, and as ambassadors of the University's strategy, vision and values. The following are essential to the role:

- Valuing people** Is always equitable and fair and works with integrity. Proactively looks for ways to develop the team and is comfortable providing clarity by explaining the rationale behind decisions.
- Taking ownership** Is highly self-aware, looking for ways to improve, both taking on board and offering constructive feedback. Inspires others to take accountability for their own areas.
- Forward thinking** Driven to question the status quo and explore new ideas, supporting the team to "lead the way" in terms of know-how and learning.
- Professional pride** Sets the bar high with quality systems and control measures in place. Demands high standards of others identifying and addressing any gaps to enhance the overall performance.
- Always inclusive** Ensures accessibility to the wider community, actively encouraging inclusion and seeking to involve others. Ensures others always consider the wider context when sharing information making full use of networks and connections.

## Key relationships with others



