

Job description

Business Development Manager

**[DATE: 08/25]**

**Directorate:** Business & Innovation Office

**Pay grade / staff group:** PS02

**Hours / duration:** Full time (35 hours per week) Monday to

Friday;

**Reports to:** Senior Business Development Manager

Our mission is to make the

discoveries that defeat cancer.

Context

The Business Development Manager shall work for The Institute of Cancer Research’s (ICR’s) Business & Innovation Office, to support a portfolio of academics by protecting and commercialising their research, supporting them in securing translational funding and to highlight to them the benefits of working with industry.

Location of the job

The position involves hybrid working and the Business Development Manager will be based at The Institute of Cancer Research (ICR), Sutton and will be required to work flexibly between this and ICR, Chelsea. The post holder should be prepared to attend meetings at either site. The post-holder may also work remotely for a proportion of their time, and to attend external meetings and events.

Main purpose of the job

To support a culture of innovation at the ICR and enable our scientists to translate their discoveries into business opportunities through the development of new products and treatments and to provide support to researchers in their efforts to collaborate with industry partners.

Key duties

Duties and responsibilities

|  |  |
| --- | --- |
|  | Under the direction of a Senior Business Development Manager and working closely with scientific and professional service colleagues at all levels in ICR and with ICR professional advisors: |
| Act as the BIO Business Development point of contact for a portfolio of assigned ICR Group Leaders (in aggregate, together with a Senior BDM and another Business Development Manager, supporting four research Divisions: Cell and Molecular Biology, Cancer Therapeutics, Breast Cancer Research and Structural Biology). |
| Proactively identify research that has commercial potential or potential to be developed for patient benefit. | |
| Ensure that commercially viable projects are protected with respect to intellectual property and that appropriate confidential disclosure and materials transfer agreements are put in place. | |
| Identify the most effective route for commercialisation or further development of research results consistent with ICR mission to maximise patient benefit and securing a fair return for all parties. | |
| Value intellectual property and analyse market potential, development costs, risks and competitor position to reach a conclusion on commercial potential. | |
| Promote projects to potential ‘customers’ who could be industrial partners, industrial sponsors or venture capitalists, supporting colleagues in producing marketing materials as appropriate. | |
| Draft, review, negotiate and agree a range of commercial contracts including collaboration agreements and licensing agreements. | |
| Lead in commercial negotiations working within agreed financial and legal frameworks, ensuring obligations to external funders are met and closing deals. | |
| Ensure that the interests of ICR and other stakeholders are fairly represented in any negotiation, especially commercial negotiations being led by a third party. | |
| Advise senior management appropriately on rights, obligations and constraints in agreements and recommend them for signature. | |
| Manage established commercial relationships, monitor licensee diligence and the fulfilment of obligations in out-licensing contracts as required. | |
| Identify opportunities to leverage translational grant funding from other funding bodies for projects. | |
| Assist ICR scientists to prepare commercial and translational funding applications and manage commercial aspects of resulting awards. | |
| Prepare evaluation reports including due diligence on potential projects for the purpose of gaining project approval at ICR BIO IP & Commercialisation meetings. | |
| Provide regular updates on project plans and progress to the ICR line manager. | |
| Manage and track projects using appropriate management information systems at ICR BIO. | |
| Report on project metrics and provide management information to ICR BIO as required. | |
| Reply promptly to queries from scientists and external stakeholders and keep them apprised of progress. | |
| To assist in the identification and licensing of life science reagent and research product opportunities. | |

Other duties

|  |
| --- |
| Promote the impact of technology transfer and intellectual property in appropriate internal ICR events and forums, and as may be appropriate in interactions with third parties that occur in performing the role. |
| Attend and actively participate in BIO team meetings and contribute to discussions on strategic and general issues. |
| Promote a culture of entrepreneurship and innovation within ICR by engaging in activities that educate and support ICR researchers in this area (e.g. provide advice and guidance to colleagues in the ICR on all aspects of commercialisation of research). |
| Where appropriate, contribute to the education and training of ICR scientists in IP and commercial matters. |
| Communicate verbally and in writing with ICR colleagues and external parties in a cordial, articulate and timely manner to build and develop an understanding of their needs and maintain fruitful relationships. |
| Identify potential risks and liabilities and conflicts of interest and mitigate against their impact. |
| Maintain sector awareness relevant to commercialisation of the ICR’s research output and a good working knowledge of contract law. |
| Maintain and continue to expand established external networks (including with external funders) and utilise industry events and seminars to develop strategic relationships and promote partnering with the ICR. |
| Represent the ICR independently at networking events, trade exhibitions and partnering conferences. |
| Liaise regularly with ICR scientists to understand their needs and priorities. |
| Undertake occasional formal presentations within ICR or externally. |
| Developing links with companies and other external bodies as appropriate. |

General

|  |
| --- |
| All staff must ensure that they familiarise themselves with and adhere to any ICR policies that are relevant to their work and that all personal and sensitive personal data is treated with the utmost confidentiality and in line with the General Data Protection Regulations. |
| Any other duties that are consistent with the nature and grade of the post that may be required. |
| To work in accordance with the ICR’s Values. |
| To promote a safe, healthy and fair environment for people to work, where bullying and harassment will not be tolerated. |
| This job description is a reflection of the present position and is subject to review and alteration in detail and emphasis in the light of future changes or developments. |

Education and Knowledge

Person specification

|  |  |
| --- | --- |
| Science degree in a discipline relevant to the ICR | Essential |
| Higher degree, either Ph.D. or MBA or equivalent | Essential |
| Excellent knowledge of contract law | Essential |
| A demonstrated comprehensive understanding and knowledge of commercial contracts, intellectual property management and exploitation | Essential |
| Legal or finance qualification | Desirable |

Skills

|  |  |
| --- | --- |
| Well-developed analytic and problem-solving skills, able to interpret contract terms and to advise on their impact appropriately | Essential |
| Good interpersonal skills at all levels; ability to negotiate and influence effectively | Essential |
| Excellent communication skills, both written and verbal, with the ability to present arguments in a clear and concise way | Essential |
| Meticulous attention to detail | Essential |
| Excellent organizational skills with a demonstrated ability to multi-task, prioritize tasks effectively and manage workloads | Essential |
| Excellent computer skills | Essential |
| Understanding of the pharmaceutical industry | Desirable |
| Good financial skills | Desirable |
| Understanding of non-profit research institution and/or academic institution contractual issues | Desirable |

Experience

|  |  |
| --- | --- |
| Significant experience of working at the industry: academia interface | Essential |
| Experience in business development, technology transfer or project management | Essential |
| Direct experience of negotiating and closing deals with external partners | Essential |
| Recent practical experience of successfully drafting, negotiating and concluding contracts | Essential |
| Experience in the pharmaceutical or biotechnology sectors | Desirable |

Other

|  |  |
| --- | --- |
| A flexible, tactful and diplomatic approach | Desirable |
| Proven ability to work independently | Essential |
| Proven ability to make decisions and to work effectively under pressure | Essential |
| Ability to work as part of a team and interact with all personality types and levels of employees/clients | Essential |
| Willingness to learn | Essential |
| Flexibility and ability to operate comfortably in a rapidly changing environment | Essential |
| High productivity, drive and a “can do” attitude | Essential |
| Good judgment and a high level of professionalism | Essential |
| Networking skills | Desirable |
| Commercial awareness | Desirable |

About our organisation



The Institute of Cancer Research, London, is one of the world’s most influential cancer research institutions, with an outstanding track record of achievement dating back more than 100 years. Our mission is to make the discoveries that defeat cancer.

As well as being one of the UK’s leading higher education institutions in research quality and impact, the ICR is consistently ranked as one of the world’s most successful for industry collaboration. As a member institution of the University of London, we also provide postgraduate higher education of international distinction.

We are also a charity and rely on the support of partner organisations, funders, donors and the general public.

Read more to find out more about our history, culture, and achievements, and how our funders, supporters and partnerships help drive forward our work.

Our values

The ICR has a highly skilled and committed workforce, with a wide variety of roles, each requiring different skills. But whether you work as a researcher, or work as part of our corporate team, your work and behaviour is underpinned by these six values. They are what bring us together as one team – as 'One ICR'.





***Our values set out how each of us at the ICR, works together to meet our mission – to make the discoveries that defeat cancer.*** *They summarise our desired behaviours, attitudes and culture – how we value one another and how we take pride in the work we*

*do, to deliver impact for people with cancer and their loved ones.”*

**Professor Kristian Helin Chief Executive**











