**Role Description – Ceres Agri-Tech Project Development Manager/ Director**

# Team: Working as a member of the Ceres Agri-Tech Knowledge Exchange Partnership

# Reports to: Cambridge Enterprise, reporting to Head of Life Sciences if director-level appointment, or Ceres Director if manager-level appointment

# Role Purpose:

Ceres is a knowledge exchange partnership for the agri-tech sector, helping to connect industry to academia and funding resulting collaborative projects which seek to take technology to market.

The Ceres Agri-Tech Knowledge Exchange Partnership links the universities of Cambridge, East Anglia, Hertfordshire, Lincoln and Reading, along with the John Innes Centre, NIAB and Rothamsted Research, to help drive the commercialisation of agri-tech research and innovation in England. It does this by capitalising on the expertise and innovation from research, seeking and deploying commercial market insight from its commercial partners, designing and delivering projects to industry quality and funding those activities. In this way it looks to transform early stage academic innovation and technology into commercial attractive opportunities for the agri-tech sector.

Ceres Project Development Managers/Directors will source, build and manage Ceres projects into opportunities that are attractive to industry and investors. Supporting university researchers who are working on projects that are commercially relevant, Project Development Managers/ Directors help develop opportunities, build commercial contacts and development plans, and provide funding. The post holder will work across the Ceres portfolio, potentially working with any of the University partners.

The post holder will be employed by Cambridge Enterprise Ltd, the commercialisation arm of the University of Cambridge, and will need to be available at least fortnightly for regular meetings at the Cambridge Enterprise offices or by remote access, but may be located at any of the University partners (Cambridge, Hertfordshire, Reading, Norwich or Lincoln). There will be some travel between the University partner sites.

The Manager/ Director title will be based on level of experience.

# Main Responsibilities:

* Manage and be responsible for a portfolio of Ceres Agri-Tech projects from around the Ceres University partners
* Working with local Knowledge Exchange contacts within partner Universities, manage innovation and technology development, from identifying new opportunities and evaluating those to be brought into the Ceres portfolio developing and delivering commercial development plans from within a University setting.
* Build and maintain good working relationships with a variety of stakeholders including academics, Knowledge Exchange contacts, commercial partners, funders, potential licensees and investors
* Market and promote of the Ceres Agri-Tech knowledge exchange partnership. Raise and maintain the profile and awareness of Ceres activities, expertise and resources within the partner Universities and more widely.
* Responsible for the decision making on portfolio projects along with each project team, leading on decisions for work up and delivery of portfolio projects to the point of presentation to the Ceres Investment Committee for funding decisions to be made.
* Continue to develop skills and maintain awareness of scientific, technical, commercial and legal developments impacting on the area of agri-tech.
* Contribute to and oversee the maintenance of accurate and complete records of project related activity for audit, reporting and legal purposes
* Any other duties as may reasonably be required

Person Specification:

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| **Competency** | **Essential** | **Desirable** |
| Knowledge, Skills and Experience | Degree level or higher qualification in a scientific or technical subject relevant to the roles remitGood understanding of the agri-tech sectorRelevant industrial experience, possibly in a knowledge-based businessExperience managing innovation and developing technologyKnowledge and experience of techniques for marketing technologiesKnowledge and experience of legal agreements, and in particular licence agreementsEvidence of successful completion of commercial transactionsExperience of contract negotiation and/or management | Experience in a research environment |
| Communication | Excellent interpersonal and communication skills with ability to relate well to, and negotiate with senior individualsProven ability to understand, communicate and present complex informationSuccessfully works to resolve conflicts |  |
| Organisational skills | Flexibility, accuracy and attention to detailExcellent project management skillsComfortable working remotely and across several institutionsGood organisation and time management with ability to meet tight deadlines |  |
| Decision Making | Makes confident and well-reasoned decisions |  |
| IT | Strong and demonstrable use of standard computer programs such as Microsoft Office |  |