

Job Description

Legal Counsel

Reporting Line

Legal Services Manager

Overview

*'Commercialising The University of Manchester's innovations and IP
to create global social and economic impact'*

The University of Manchester (**University**) is committed to generating world-class innovation that will create major social and economic benefit across the globe. The Innovation Factory is a wholly-owned subsidiary of the University, responsible for identifying and leading the commercialisation of its innovations and intellectual property.

The University currently ranks 8th in the league table of European Universities and 4th in the UK ratings for the commercial impact of its patents (*Reuters Index of Europe's most Innovative Universities 2019*). The Innovation Factory has the objective of being the world's most effective University Technology Transfer organisation.

The Innovation Factory works with academic inventors from the University to identify opportunities that have the potential to create social and economic impact. It then translates these into a form where they can be used by industry and society as a whole. Access to innovations may be created via technology licensing or the formation of spin-out companies. The Innovation Factory aims to provide a world-class service to academic colleagues and to attract and engage with important external stakeholders, including: industry; entrepreneurs; licensees and investors; and corporate venture partners.

The Innovation Factory has four main functional groups: Operations, Business Development & Investment, Information & Digital Communications and Finance, Legal & Portfolio Management. These groups work closely together in an integrated process that begins with identifying an idea and culminates in the creation, exploitation and management of a high-value asset such as a commercially valuable patent or spin-out.

Putting **ideas** to work

University of Manchester Innovation Factory Limited
Core Technology Facility
46 Grafton Street
Manchester
M13 9NT
UK

Registered in England & Wales No. 05177409

uominnovationfactory.com

+44 (0)161 306 8510

The Finance, Legal and Portfolio Management Group – Overview

The group carries out: preparation of company accounts; company secretarial services; training and support for spin-outs; taxation and managing the collection and payment of royalties (amongst other things). The group leads on all governance, compliance and reporting activities for the Innovation Factory and is the key interface with the University for finance, legal and governance matters. The group manages the University's portfolio of IP and spin-out assets in order to maximise value by ensuring that milestones, royalties and other contractual commitments are fully met.

The group has responsibility for the production, review and management of legal contracts and agreements produced internally and with the support from a panel of external legal advisors. The legal team also provide support and advice for spin-outs. The group is the interface for out-sourced HR services and is responsible for the development of talent within the organisation and spin-out companies.

Legal Counsel

Key Accountabilities

1. Responsible for the provision of legal services and providing advice to the teams within the Innovation Factory, under the direction and with the support of the Legal Services Manager
2. Assisting in the drafting, review and /or negotiation of legal terms in relation to agreements to facilitate the commercialisation of intellectual property arising from the University, including but not limited to the following:
 - licence agreements;
 - assignments;
 - spin-out documents including Articles of Association, Shareholders, Subscription and Investment agreements
 - other corporate documents in relation to changes and investment in spin-out companies e.g pre-emption waivers, written resolutions etc
 - agreements in relation to the sale of spin out companies
 - service contracts
 - collaboration agreements;
 - evaluation agreements;
 - option agreements;
 - Inter Institutional Agreements

Putting **ideas** to work

University of Manchester Innovation Factory Limited
Core Technology Facility
46 Grafton Street
Manchester
M13 9NT
UK

Registered in England & Wales No. 05177409

uominnovationfactory.com

+44 (0)161 306 8510



The University of Manchester

- heads of terms.
 - memoranda of understanding
3. Provide high quality legal advice in a broad range of disciplines and apply appropriate judgement to decide which matters require legal input, and whether this should be provided internally or externally.
 4. Ensure that all tasks assigned to the Paralegal are completed to a high standard and in an efficient manner.
 5. Assist in the the due diligence process ensuring that The University can transact its IP and that any obligations to 3rd party are fully met.
 6. Proactively manage relationships with key stakeholders across the University.
 7. Develop and manage relationships with a network of external lawyers and stakeholders.
 8. Legal research undertaken at the request of colleagues.
 9. Any other such duties within the skills and experience of the Legal Counsel as may be allocated from time to time.

Skills, Experience & Qualities

- Experience in a busy legal team providing a range of services.
- Excellent negotiation skills with demonstrable experience in successfully negotiating commercial contracts.
- Is committed to own ongoing continued professional development, ensuring that knowledge and capability are up to date.
- Is able to build strong and authentic relationships with a variety of internal and external stakeholders.
- Promotes and role models collaborative behaviours across the Innovation Factory and the wider environment.
- Able to encourage, support and motivate team members and peers.
- Excellent role model, demonstrating personal and professional integrity at all times.
- Excellent verbal and written communication skills.

Qualifications:

- Qualified Solicitor with commercial experience is essential for this role

Putting ideas to work

University of Manchester Innovation Factory Limited
 Core Technology Facility
 46 Grafton Street
 Manchester
 M13 9NT
 UK

Registered in England & Wales No. 05177409

uominnovationfactory.com

+44 (0)161 306 8510



The University of Manchester