

## **Job Description – Senior Project Manager – Drug Discovery, Diagnostics, Digital Health & Medical Devices**

### **Role Reports to Director of Projects, Life Sciences & Bio Engineering**

#### **UMI3 Overview**

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

The University of Manchester is committed to generating world class innovation that will create major social and economic benefit across the globe. UMI3 Ltd is The University of Manchester subsidiary responsible for identifying and leading the commercialisation of its innovations and intellectual property.

The University of Manchester currently ranks 7<sup>th</sup> in the league table of European Universities and 3<sup>rd</sup> in the UK ratings for the commercial impact of its patents (*Reuters Index of Europe’s most Innovative Universities 2018*). UMI3 has the objective of being the world’s most effective University Technology Transfer organisation

UMI3 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. UMI3 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 UMI3 organisation is structured to deliver its mission. It has three main functional groups: Operations, Business Development and Marketing and Finance & Legal Affairs. These groups work closely together in an integrated process which begins with the identification of an idea and cumulates in the creation, exploitation and management of a high-value asset such as a commercially valuable patent or spin-out.

#### **The Operations group - Overview**

UMI3’s Operations group is responsible for pro-actively identifying, evaluating and building opportunities which have the potential to create value, either as successful spin-out or valuable licence. The group is responsible for the development and delivery of robust business plans, IP creation and the production of product demonstrators. It also plays an important role in identifying sources of investment and grant funding, developing lists of potential customers for new technologies, sizing accessible markets, identifying areas of competitive advantage and evaluating the commercial value of University patents. In some cases, projects may be considered unsuitable for commercialisation or need further development to be taken forward. When the Operations group feels that it cannot take a project forward, it will always provide justification for the decision and give constructive feed-back and advice to the academic founders.

The Operations group includes Project Directors and Managers. These project ‘champions’ are responsible for owning and driving opportunities through UMI3’s stage gate process from discovery

through to a point at which they are ready to be handed over to the UMI3 Business Development team.

To ensure a good understanding of the underlying technologies, focus and the establishment of strong networks of academic and industry contacts, the Project Management roles are organised into teams. Each project management team contains technology or sector specialists and has alignment to one of the University's faculties, i) Biology Medicine and Health (FBMH) ii) Science and Engineering (FSE) and iii) Humanities (FAH). The Operations group will also actively engage with The University's cultural institutions and Professional Services teams. The project managers also work in close coordination with other organisations in the University particularly the Business Engagement group

In addition to the project managers, the Operations group also includes the IP Services Team which will ensure the integrity of University IP and that its management is cost effective and rigorous and robust. This includes the management of filing of patent applications and their prosecution, management of the patent database, patent portfolio and other formalities associated with the creation and maintenance of IP.

While the Operations group have leadership of a project they will gain cross functional input and support from colleagues in the other UMI3 functional groups as well as external insight from specialist advisors and the UMI3 Product Development Committee.

When a project is considered ready for commercialisation the Operations teams will pass ownership to the Business Development and Marketing group which will then take the lead developing the commercial proposition and then marketing and transacting the opportunity.

## **Senior Project Manager – Drug Discovery, Diagnostics, Digital Health & Medical Devices**

### **Key Accountabilities**

1. Responsible for the identification and work-up of business cases for innovative opportunities linked to the faculty of Life Sciences and Bio Engineering - Drug Discovery, Diagnostics, Digital Health & Medical Devices (mid-high value/complexity)
2. Work with the Director of Projects to identify objectives for Life Sciences and Bio Engineering - Drug Discovery, Diagnostics, Digital Health & Medical Devices related projects
3. Responsible for writing well structured, business cases for each commercialisation opportunity or approved project. These business cases will include the following formats:
  - For all early stage commercialisation opportunities 6- page document which provides and overview of the opportunity, describes the target markets and routes to commercialisation, estimates future value, identifies potential customers and development partners, highlights areas of risk, estimates costs and timescales for delivery and options to protect idea. Based on the contents of this document the project manager will make a recommendation on whether to proceed.
  - For projects that have moved past Stage Gate 1.
  - For potential spin-outs a comprehensive business plan covering all commercial, technical, operational, financial, logistic and legal aspects of the project. The plan must form a clear picture of the business and compelling argument for investors
4. Work with the Director of Projects to ensure that approaches/processes are delivering a satisfactory incoming flow of innovative Life Sciences and Bio Engineering – Drug Discovery, Diagnostics, Digital Health & Medical Devices

5. Regularly engage with the University's innovators in the areas of Drug Discovery, Diagnostics, Digital Health & Medical Devices
6. As agreed with the Director of Projects, regularly participate in meetings with academics in the Drug Discovery, Diagnostics, Digital Health & Medical Devices subjects to promote new commercialisation initiatives and that innovative ideas are captured
7. For licensing opportunities, create a plan which:
  - justifies the commercial logic for filing a patent, list of the target licensees and contacts within the organisations
  - outlines the reasons why the IP would be valuable to their businesses, an estimate of the positive financial impact this could have on each potential licensee
  - includes the costs of filing vs. an estimate of the total potential value of the patent, an overview of the relevant patent landscape
  - states recommendations for future filings and an analysis of risk
8. Where relevant, the management of all activities associated with the production of a product demonstrator. These should include: production of specification, definition of budget, engagement and management of suppliers, ensuring production deadline are met, validation of demonstrator's quality and performance
9. Work with the Director of Projects to identify and develop initiatives to expand the pool of academic innovators working in Life Sciences and Bio Engineering - Drug Discovery, Diagnostics, Digital Health & Medical Devices
10. Ensure that the UMI3's processes for opportunity evaluation are fully implemented in the areas of Life Sciences and Bio Engineering - Drug Discovery, Diagnostics, Digital Health & Medical Devices
11. In conjunction with the wider project management team, work to expand, enhance and maintain UMI3's networks of internal and external advisors in the field of Life Sciences and Bio Engineering - Drug Discovery, Diagnostics, Digital Health & Medical Devices
12. Work directly with the Director of Projects in the creation and development of Life Sciences and Bio Engineering - Drug Discovery, Diagnostics, Digital Health & Medical Devices opportunities in all key aspects of the business proposition including utility, value, IP delineation, customer identification and commercial readiness.
13. Develop Life Sciences and Bio Engineering - Drug Discovery, Diagnostics, Digital Health & Medical Devices opportunities that are well defined and ready to be taken forward in a timely manner to governance decisions in the Gate process or PDC review for investment.
14. In conjunction with the IP Services Manager, responsible for patent searching relevant to the projects, ensuring it is conducted to a high standard enabling well informed decisions to be made on patenting and IP protection strategies
15. Ensure that the contents and structure of business plans mirrors the needs of potential investors and licensees with a particular focus on commercial value
16. Ensure that all work is completed within defined budgets
17. Ensure that the quality of external interactions, project documentation and internal project management procedures are of a consistently high quality within the area of Life Sciences and Bio Engineering – Drug Discovery, Diagnostics, Digital Health & Medical Devices
18. Mentor and support less experienced project managers in all areas of their work, contributing to their ongoing professional development
19. Pro-actively seek support and advise from the Director of Projects – Life Sciences & Bio Engineering to develop own knowledge and skills
20. Other activities consistent with the successful management of the Project Management Life Sciences and Bio Engineering team

## **Skills, Experience & Qualities**

- Demonstrable experience in the identification, development and management of intellectual property opportunities in Life Sciences and Bio Engineering (mid-high value/complexity)
- A strong, well-balanced operational background in Life Sciences and Bio Engineering - Drug Discovery, Diagnostics, Digital Health & Medical Devices
- Experience of working in an innovative, commercial environment
- Proven ability to create future value and deliver results from early stage innovation
- Excellent analytical skills
- Actively researches and keeps up to date with professional and role specific trends
- Pro-actively contributes to the development of strategies in the Operations and Life Sciences and Bio Engineering area, supporting the longer term UMI3 strategic objectives
- Considers all facts and thinks broadly about the organisational/commercial impact before making decisions
- Is able to build strong and authentic relationships with a variety of internal and external stakeholders
- Has the gravitas to be credible with the University's leadership team, Board level industry/professional contacts, senior academics and UMI3 peers
- Promotes and role models collaborative behaviours across UMI3 and the wider environment
- Visibly demonstrates determination and commitment to achieving excellent performance across their team
- 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
- Encourages and supports the team in their continued professional development
- Embraces and sees opportunities in change
- Brings fresh insights to senior leaders and peer discussions

## **Qualifications:**

- Higher degree in a Life Sciences and Bio Engineering related subject is essential with experience in Drug Discovery, Diagnostics, Digital Health & Medical Devices would be advantageous
- A business or project management qualification is desirable but not essential to the role