



Department of Research Development

Director: Innovation and Contracts (contract appointment: 5 years, with the possibility of reappointment for a further term)

Job ID: 3786

Main purpose of the post:

- Provide strategic direction and operational management of the technology transfer unit
- Designated as the Office of technology transfer of the university
- Project the University of the Free State (UFS) as a leader in innovation for impact through sustainable spin-out/venture creation, funding for innovation commercialisation, entrepreneurship, and creating a community of commercialisation partnerships

KINDLY TAKE NOTE: Applications may only be submitted online through the official UFS vacancy website: <http://www.ufs.ac.za/templates/vacancies>. Applications submitted through any other platform will not be considered.

Please ensure that all relevant documentation is attached to your application. INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

- a detailed curriculum vitae and cover letter (please note that the first three (3) referees on your CV will be contacted with regard to reference checking);
- certified copies (not older than 6 months) of all academic records;
- certified copies (not older than 6 months) of qualifications (please provide the SAQA accreditation in the case of foreign qualifications);
- a certified copy (not older than 6 months) of your identity document (ID);
- proof of registration with a Professional Body (if applicable);
- a copy of your driver's license (if applicable).

Duties and responsibilities:

Strategic and Relationships

- Strategic and operational oversight of, and accountability for, the unit's activities
- Establishing and executing a business plan for the unit, including securing funding for operational activities
- Promoting innovation as a strategic imperative for the University of the Free State (UFS) – including establishing and nurturing relationships within UFS community to increase awareness of innovation and specifically the impact it creates through commercialisation

- Establishing and nurturing effective relationships with key stakeholders within the National System of Innovation (NSI), including early stage innovation funders locally and abroad, incubators, entrepreneurship programmes, as well as the IPR Act Regulator (NIPMO)
- Interact strategically and synergistically, efficiently and effectively with key stakeholders/management including the Office of the Vice-Chancellor, DVC/Directorate for Research Development and Deans of innovation-rich Faculties
- Establishing long term programmes/interventions to support commercialisation of innovations from UFS, including formal funds and incubators
- Driving the processes for reviewing key policies and associated governance that relate to commercialisation and IP management to meet UFS objectives and requirements of the IPR Act or other legislative frameworks

Unit Efficiency and Effectiveness

- Recruiting and mentoring/developing technology transfer professionals as required to implement the objectives and unit business plan
- Driving and/or facilitating negotiations of commercialisation property transactions, e.g. licensing/start-ups within mandates
- Supporting the regulation of sound IP arrangements where UFS engages in contract research
- Designing and implementing best practice business processes and supporting administrative and/or IT systems, for efficient and effective management and record keeping
- Raising funds for unit operations and IP protection
- Undertaking any other managerial functions required to meet operational functioning requirements, to the extent of available resources

Networking, Promotion and Thought Leadership

- Presentation at workshops, conferences as part of own development and positioning of the unit within UFS and as a leading Technology Transfer Unit (TTU) in South Africa

Inherent requirements:

- A postgraduate degree in Science or Engineering (NQF 8 – 10)
- A minimum of five (5) years' relevant working experience related to the duties and responsibilities.

Required competencies:

- **Results Orientated:**
 - A strong passion for, and proven track record in, the facilitation of commercialisation of intellectual property/technologies, combined with solid experience and relationships within the National System of Innovation (NSI) and related funding landscape
- **Strategic Thinking:**
Proven ability to:

- Operate at a strategic and policy formulating level within complex corporate organisations
- Solve complex problems
- Drive complex, long term processes involving complex stakeholder relationships at the highest levels
- Establish systems, processes and practices to ensure efficient and effective delivery on objectives
- Work within and manage a diverse team of professionals
- **Business Acumen:**
 - Sound understanding of the International Intellectual Property legislation (trademarks and patents and copy).
 - Local Regulations (Biodiversity, IP).
 - Ability to interpret financial statements.
 - Knowledge of RIMS & People Soft.
- **Leading:**
 - Excellent communication skills, and proven ability to build sound relationships across a range of different stakeholders

Recommendations:

- Eight (8) to Ten (10) years' relevant working experience related to the duties and responsibilities.

Term of office:

Five (5) years contract appointment, with the possibility of reappointment for a further term.

Assumption of duties:

As soon as possible.

Closing date:

25 April 2021

Salary:

The salary scale is available on request.

Enquiries:

For enquiries, please feel free to contact 051 401 9737/9003 or email JonesEY@ufs.ac.za

Fringe benefits:

(Subject to specific conditions): pension scheme, medical aid scheme, group life insurance, housing allowance, leave and sick leave, service bonus and study benefits.

General:

The University reserves the right not to fill the post. The University subscribes to and applies the principles

prescribed by the Employment Equity Act. Preference will be given to candidates from the designated groups, in accordance with the principles of the aforementioned act and the employee profile of the specific department/division.

The UFS is committed to the pursuit of excellence, diversity and redress in achieving its equity targets.

Our Employment Equity Plan is available at

https://ufsacza.sharepoint.com/sites/supportservices/hr/Resources/Employment%20Equity%20Plan_July2017.pdf. For this post, we seek particularly to attract black (i.e. African, Coloured and Indian) and disabled South African candidates.

The UFS will only consider applications of candidates who meet all the inherent requirements of the position. Applications that are incomplete or sent by fax or e-mail, will not be considered. Communication will be limited to shortlisted candidates only. Should you not be contacted within six weeks of the closing date for applications, you may assume that your application was unsuccessful.

APPLY ONLINE:

External candidates can click [HERE](#) to apply online.

UFS staff members can log onto PeopleSoft, click Self-Service, Recruiting and Careers to apply online.
