The Energy Technology Partnership is a unique alliance of 13 Scottish universities providing world-class energy RD&D that supports the Scottish Government in achieving its goals in the energy sector.

Due to internal promotion ETP is currently recruiting a new Business Development Manager for its Energy Conversion & Storage Theme to develop key links between Scottish SMEs and our partner Scottish Universities.

Post holders will work 100% of their time on activity related to the Energy Technology Partnership: Knowledge Exchange Network Phase 3 Programme, under which this post will be part-funded by the 2014–2020 European Structural and Investment Funds (ESIF).

Informal enquiries can be made to ETP Project Manager, Brian Cross on brian.cross@strath.ac.uk

Applications are particularly welcome from women, people from the Black, Asian, Minority or Ethnic (BAME) community and other protected characteristics who are under-represented in Managerial posts at the University.

The University is committed to equality for all, demonstrated through our working on diversity awards (ECU Athena SWAN/Race Charters; Carer Positive; LGBT Charter; and Stonewall). More details can be found at http://www.st-andrews.ac.uk/hr/edi/diversityawards/.

This role does not meet the minimum requirements set by the UKVI to enable sponsorship of migrant workers. Further information can be found at https://www.st-andrews.ac.uk/staff/policy/immigration/.

**Closing Date: 30 September 2020**

We encourage applicants to apply online at www.vacancies.st-andrews.ac.uk/welcome.aspx, however if you are unable to do this, please call +44 (0)1334 462571 for an application pack.

**Please quote ref: AD2319NB**

The University of St Andrews is a charity registered in Scotland (No SC013532).
Context & role summary

The Energy Technology Partnership, ETP (www.etp-Scotland.ac.uk) is an alliance of twelve Scottish Universities engaged in world class energy related research and development (R&D). With around 250 academics and 600 researchers, ETP is the largest, most broad-based power and energy research partnership in Europe. One of the key strategic objectives of ETP is to maximise the knowledge exchange/translation of its R&D activities with business, particularly Scottish small & medium enterprises (SMEs)

Jointly reporting to a University line manager and the Project Director, the Business Development Manager will have an outward facing role to deliver knowledge exchange with industry and significant new collaborative industrial research contracts for ETP.

The BDM will be expected to spend a significant part of their time meeting with potential industrial collaborators and engaging with industry networks and funding bodies.

The job description for this role is attached below.
Job Description

Job Title: Energy Technology Partnership (ETP) Business Development Manager (BDM)

School: Chemistry

Reporting to: Brian Cross, Project Manager (ETP) & Professor John T S Irvine

Job Family: Managerial, Specialist & Administrative

Duration of Post: Until 31 March 2022

Working Hours: 36.25 per week

Grade/Salary Range: £33,797 - £42,793

Reference No: AD2319NB

Start Date: As soon as possible

Main Purpose of Role

Working as a member of the ETP Business Development Team, and with the ETP’s Energy Conversion & Storage Theme Coordinator, the post holder will be responsible for building mutually beneficial relationships across the Energy sector that lead to impactful, income generating partnerships with businesses and academia that support the mission of the ETP and more specifically the ETP Energy Conversion & Storage objectives.

A key aspect of this broad role will be facilitating successful business-university collaborations, identifying EU, UK & International funding opportunities for such collaboration and driving these bids to successful completion, developing networks, as well as stimulating innovative advanced manufacturing projects and cross-disciplinary collaborations that support Energy research with other areas of expertise within the ETP University partners.

You will work 100% of your time on activity related to the Energy Technology Partnership: Knowledge Exchange Network Phase 3 Programme. This post will be part funded by the 2014 – 2020 European Structural and Investment Funds (ESIF)

Key Duties and Responsibilities

Specific Responsibilities
The post holder will be responsible for:

1. Identifying opportunities to develop and deliver specific projects to enhance relationships between the ETP and industry in the theme of Energy Conversion & Storage.
2. Establishing links to companies which represent longer term opportunities for significant, company funded collaborative projects
3. Stimulating market demand among Scottish, UK & International companies for ETP partner university services such as the commissioning of research, post graduate studentships, access to facilities, consultancy etc.
4. Build on existing networks to develop strong, appropriate external links to assist the ETP to return an optimum performance in supporting the partner Universities’ goals for Business Development
5. Providing a single point of entry and initial support for enquiries on working with the ETP partners from companies including Scottish SMEs in areas related to Energy Conversion & Storage
6. Promoting the ETP Partner Universities’ capabilities within Energy Conversion & Storage and identifying new opportunities in order to maintain and enhance relationships with Scottish, UK and International companies through Business Development

7. Working with colleagues across the ETP, particularly the Theme Coordinator for Energy Conversion & Storage, to initiate and deliver events to support the marketing, development and enhancement of Energy Conversion & Storage related activities

8. Engaging academic members of staff in the ETP to promote participation in research development & knowledge transfer activities

9. Monthly reporting of KPIs to ETP

Other duties that may be specified from time to time by the post holder’s line managers.

Please note that this job description is not exhaustive, and the role holder may be required to undertake other relevant duties commensurate with the grading of the post. Activities may be subject to amendment over time as the role develops and/or priorities and requirements evolve.

### Person Specification

This section details the attributes e.g. skills, knowledge/qualifications and competencies which are required in order to undertake the full remit of this post.

<table>
<thead>
<tr>
<th>Attributes</th>
<th>Essential</th>
<th>Desirable</th>
<th>Means of Assessment (i.e. application form, interview, test, presentation etc)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Education &amp; Qualifications</td>
<td>1st or 2.1 degree in appropriate discipline (e.g. Engineering /Physical Sciences)</td>
<td>Masters or PhD in relevant subject area</td>
<td>Application form &amp; interview</td>
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<tr>
<td>(technical, professional, academic qualifications and training required)</td>
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<td></td>
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</tr>
<tr>
<td>Experience &amp; Knowledge</td>
<td>Business development experience in relevant energy sector</td>
<td>Relevant industrial experience</td>
<td>Application form &amp; Interview</td>
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<tr>
<td>(examples of specific experience and knowledge sought)</td>
<td>Experience of writing funding proposals and project planning</td>
<td>Knowledge of the research funding environment (UK, EU, International)</td>
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<tr>
<td>Competencies &amp; Skills</td>
<td>Able to operate effectively on their own and within a geographically dispersed team</td>
<td>Excellent communication, problem solving, influencing &amp; decision making skills</td>
<td>Application form, Interview (and short presentation at interview)</td>
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<td>(e.g. effective communication skills, initiative, flexibility, leadership etc)</td>
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**Essential Criteria** – requirements without which a candidate would not be able to undertake the full remit of the role. Applicants who have not clearly demonstrated in their application that they possess the essential requirements will normally be rejected at the short listing stage.

**Desirable Criteria** – requirements which would be useful for the candidate to hold. When short listing, these criteria will be considered when more than one applicant meets the essential requirements.
We encourage applicants to apply online at www.vacancies.st-andrews.ac.uk/welcome.aspx, however if you are unable to do this, please call +44 (0)1334 462571 for a paper application form.

For all applications, please quote ref: AD2319NB

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The University is committed to equality of opportunity.

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**Obligations as an Employee**

You have a duty to carry out your work in a safe manner in order not to endanger yourself or anyone else by your acts or omissions.

You are required to comply with the University health and safety policy as it relates to your work activities, and to take appropriate action in case of an emergency.

You are required to undertake the Information Security Essentials computer-based training course and adhere to its principles alongside related University Policy and Regulations.

You are responsible for applying the University’s equality and diversity policies and principles in your own area of responsibility and in your general conduct.

You have a responsibility to promote high levels of customer care within your own area of work/activities.

You should be adaptable to change, and be willing to acquire new skills and knowledge as applicable to the needs of the role.

You may, with reasonable notice, be required to work within other Schools/Units within the University of St Andrews.

You have the responsibility to engage with the University’s commitment to Environmental Sustainability in order to reduce its waste, energy consumption and carbon footprint.

**Who Are We? St Andrews At a Glance**

Third oldest university in English speaking world

Consistently ranked one of the UK’s top five universities

Award-winning teaching quality and student experience

Top in UK for student satisfaction

Research-intensive – ranked 14th in UK Research Excellence Framework

Athena SWAN Bronze Award holder

Strategy founded on ambition to be World-Leading, Diverse, Global, Entrepreneurial and Socially Responsible.

Over 9000 students and 2500 staff

Highly international – over 45% of students and staff are from outwith the UK
A non-campus university, closely integrated with the ancient town of St Andrews

Top quality sports, music and nursery facilities for staff and students

Committed to sustainability and a pioneer of green energy solutions

The University & Town

Founded in the early 15th century, St Andrews is Scotland’s first university and one of the oldest in the world.

Situated on the east coast of Scotland and framed by countryside, beaches and cliffs, the town of St Andrews was once the centre of the nation’s political and religious life.

Today, it’s a vibrant academic town with a distinctively cosmopolitan feel where students and university staff account for more than half of the local population.

The University of St Andrews is a diverse and international community of almost 12,000 students and staff, typically of over 140 nationalities. It has over 9000 students, just over 7,000 of them undergraduates, and employs approximately 2,500 staff - made up of c. 1,190 in the academic job families and c. 1,350 in the non-academic job families.

Under the leadership of current Principal Professor Sally Mapstone, the University’s Strategy (2018-23) is to broaden its global influence, become more diverse and consolidate its long-held position amongst the top five universities in the UK.

The plan sets out St Andrews’ ambitions to grow its international profile, champion diversity and inclusivity, expand its portfolio of world-leading research, develop stronger links with industry and embed a new culture of entrepreneurship among students and staff.

It also places social responsibility at its heart, with a pledge to manage growth in student numbers, foster a growing culture of sustainability and pursue a research and teaching agenda for the wider public good.

The University is one of Europe’s most research-intensive seats of learning. In the Research Excellence Framework (REF) 2014 it was ranked top in Scotland for quality of research output and one of the UK’s top 20 research universities.

St Andrews is consistently held to be one of the United Kingdom’s top five universities in university league tables compiled by The Times and The Sunday Times, The Guardian and The Complete University Guide.

It has frequently been rated the leading university in Scotland for teaching quality and academic experience, and in the National Student Survey 2018/19 was the leading mainstream UK university for student satisfaction.

In international and world rankings St Andrews scores highly for teaching quality, research, international outlook and citations. It is currently a World Top 100 institution in the QS World University Rankings 2019.

St Andrews’ reputation for teaching, research and student satisfaction make it one of the most sought-after destinations for prospective students from the UK, Europe and overseas.

The University typically averages 12 applications per place and has not offered Clearing places for over a decade. St Andrews has highly challenging academic entry requirements to attract only the most academically potent students in the Arts, Sciences, Medicine and Divinity.

St Andrews holds an Institutional Athena SWAN Bronze Award, while the Schools of Biology, Physics & Astronomy and Psychology and Neuroscience have achieved Athena SWAN Silver Awards.