# Position Details

## General Management – CSOF8

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| The following information is for applicants | |
| Advertised Job Title | Executive Manager, Intellectual Property |
| Job Reference | 72622 |
| Tenure | Specified Term 3 years |
| Salary Range | AU$162,800 to AU$204,400 + up to 15.4% superannuation |
| Location(s) | Australian Major Cities Considered |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | Australian/New Zealand Citizens and Australian Permanent Residents Only |
| Position reports to the | Director –Commercial |
| Client Focus – Internal | 80% |
| Client Focus – External | 20% |
| Number of Direct Reports | TBC |
| Enquire about this job | Contact Chris Olchoway via email at [chris.olchoway@csiro.au](mailto:chris.olchoway@csiro.au) |
| How to apply | Apply online at <https://jobs.csiro.au/>  Internal applicants please apply via **Jobs Central**  If you experience difficulties when applying, please email [careers.online@csiro.au](mailto:careers.online@csiro.au) or call 1300 984 220. |

### Role Overview

### From invention to innovation, commercialisation is an important path to deliver profound and positive impact to society, fund further investments in science and support a sustainable CSIRO. [In this context, and in line with CSIRO’s Corporate Plan, the IP team provides specialist advice and IP portfolio management services relating to CSIRO's substantial collection of Intellectual Property.

They:

* advise all CSIRO stakeholders (internal and external) on proactively exploiting IP to achieve impact
* develop IP strategy in collaboration with multi-disciplinary teams, providing framework for IP decisions
* protect and prosecute IP when necessary.

The Executive Manager, Intellectual Property is a member of the Commercial leadership team and is responsible for developing and driving the enterprise wide IP commercialisation strategies by creating CSIRO’s IP assets for future use and value creation.

It is responsible for building external relationships (investors, collaborators, IP panel service providers etc) to deliver on our pipeline of opportunities that will secure growth in impact and revenue in IP and commercialisation in line with CSIRO’s Corporate Plan.

The Executive Manager, Intellectual Property will be responsible for building a high performing team and providing strategic leadership and alignment of resources to the Corporate Plan. They must have leadership skills in:

* People leadership (development, deployment, coaching, guidance, and change management)
* Customer first – connecting diverse skills and people to drive impact and deliver for the customer
* Ability to connect and work across the organisation – “activating the horizontal” - representing all of CSIRO (stakeholder engagement)
* Garnering knowledge sharing and education across the organisation by supporting ‘Communities of Practice” to develop ‘best practice’/new business models
* Resource management (ASL, budget)
* Prioritising and delivering against the Corporate Plan - supporting the Executive Team in their business leadership roles
* Influencing and providing high quality strategic advice to senior leadership, including the CSIRO Leadership Team, Executive Team and Board.

### Duties and Key Result Areas

* Responsible for supporting the Director, Commercial in partnering with the Board and Executive Team and BD Directors (in supporting Business Unit Directors), to develop IP and commercialisation strategies and associated business models.
* Promoting and delivering a highly professional approach in dealing with external collaborators, capturing and executing against the enterprise wide IP capture pipeline and Corporate Plan, resulting in financial return and impact from CSIRO’s IP, R&D and commercialisation.
* Developing and leading IP and Commercialisation business improvement and change management projects to continually improve the effectiveness and efficiency of external engagement among all CSIRO staff.
* Execute on CSIRO’s Corporate Plan priorities by ensuring a coherent IP and Commercialisation strategy, including the sharing of better practice across CSIRO.
* Develop strong trusted advisor relationships with senior executives and external stakeholders across industry and government (e.g. our Department, key client departments, defence, IP Australia) strategically important to CSIRO.
* Proactively identify, guide, and support the conversion of strategic IP and Commercialisation opportunities, including leading large and complex commercial projects on behalf of the organisation.
* Identify IP capture opportunities (particularly for missions and FSP’s) and develop case studies, working closely with Corporate Affairs to communicate, promote and utilise.
* Integrate, drive, and coordinate the forward CSIRO IP capture pipeline and the IP portfolio aligned to the Corporate Plan to maximise opportunities that deliver return on investment and future revenue impacts to CSIRO and Australian industry.
* Responsibility for preparation of analysis and reporting on CSIRO’s IP Portfolios
* Build and coach a high performing team to provide pragmatic, clear advice and recommendations to enable outcomes against the Corporate Plan.
* Manage the performance and development of the team, including accountability for the ongoing enhancement of the team’s capability through providing opportunities and a commitment to learning and development and effective knowledge transfer across the Commercial function where there is a high level of cooperation with and between the teams.
* Participate in and guide deal teams to achieve transaction outcomes.
* Adhere to the spirit and practice of CSIRO’s Code of Conduct, Health, Safety and Environment procedures and policy, Diversity initiatives and Making Safety Personal goals.
* Other duties as directed.

## **Required Competencies**

* **Teamwork and Collaboration:** Creates and fosters an environment in which there is a high level of cooperation within and between teams. Facilitates positive team relationships to build organisational interaction across CSIRO.
* **Influence and Communication:** Uses complex influencing strategies, for example, assembling strategic coalitions, building behind the scenes support and the tactical use of information to gain support.
* **Resource Management/Leadership:** Contributes to or defines Business Unit / organisational policy directions, strategic planning and operationalises the vision for staff and gains commitment to the direction chosen. Plans, seeks, allocates resources and monitors to achieve outcomes. Adopts a mentor role.
* **Judgement and Problem Solving:** Resolves major conceptual scientific, technical, commercial or management problems, which have a significant impact upon the field of research, professional function, the Business Unit or the Organisation. Situations faced have little or no precedent and require original concepts and approaches.
* **Independence:** Commits significant resources in the face of uncertainty and takes calculated risks to improve performance and achieve challenging goals. Uses personal energy to drive change strategies. Formulates and implements contingency plans to minimise the impact of potential risks. Accepts personal responsibility for the outcomes of decisions/risks taken.
* **Adaptability:**Is flexible in response to external change or when faced with external constraints. Identifies and promotes the opportunities arising as a result of change.

## **Selection Criteria**

#### Essential

*Under CSIRO policy only those who meet all essential criteria can be appointed.*

1. Relevant degree in conjunction with demonstrated achievement in senior advisory and managerial roles together with domain expertise.
2. Demonstrated ability to develop and manage a portfolio of strategic IP relationships, activities, and assets, in line with CSIRO’s Corporate Plan.
3. Demonstrated ability to design and deliver strategic initiatives through own actions, as well as driving alignment across teams, scientists, and clients– delivering results that are impactful and aligned to CSIRO’s Corporate Plan.
4. Demonstrated leadership skills and experience that can be applied to leading a team through significant change, engaging the team, and providing a unified goal and strategy for them to align themselves and their teams.
5. Demonstrated experience to build and maintain strong professional and collaborative working relationships across a wide range of disciplines at all levels of the organisation and externally, proactively seek and influence multiple key stakeholders, within a complex and ambiguous environment, to achieve a successful outcome.
6. Demonstrated experience in building a high performing team, providing coaching and development opportunities across the breadth and depth of a complex team that delivers high standards in service delivery as well as technical output, proven ability to hold a team accountable to specified results, as well as creating a culture that fosters innovative problem solving, continuous improvement and knowledge sharing.

Special Requirements

Appointment to this role may be subject to conditions including provision of a national police check as well as other security/medical/character clearance requirements.

* The successful candidate will be asked to obtain and provide evidence of a National Police Check or equivalent. Please note that people with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.

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