

JOB DESCRIPTION AND PERSON SPECIFICATION	
Job Title: SME R&D Manager	Accountable to: Associate Director of Business Development and Partnerships, FTTI
Salary: £47,120.00 - £56,771.00 per annum	
Contract Length: Permanent	Weeks per year: 52
Hours per week: 35	Grade: 6
College/Service: Fashion, Textiles and Technology Institute (FTTI)	Location: 20 John Princes Street, London, and remotely
<p>Purpose of Role: UAL Fashion, Textiles and Technology Institute, (FTTI, Oct 2021) builds on the success of the UAL Business of Fashion, Textiles and Technology (BFTT) Creative R&D Partnership, as part of the UK wide £80m Creative Industry Cluster Programme (CICP), delivered by the Arts and Humanities Research Council (AHRC). The UAL BFTT is aimed at accelerating innovation and growth of sustainability within fashion, and wider apparel, textile and technology sectors and works across a transdisciplinary industry and University partnership including: Loughborough University, Queen Mary University London, University of Leeds, University of Cambridge, University College London and the Victoria and Albert Museum.</p> <p>The SME R&D Manager will have a leading role with the FTTI, which will work with industry, from SMEs to global brands, higher education institutions (HEIs) and government across focused activity including sustainability, advanced materials, smart manufacturing and commerce, retail and engagement, digital, and humanities disciplines. The transdisciplinary nature of industrial change, is working to shape a future economy based on environmental responsibility, and good growth.</p> <p>The SME R&D Manager will also deliver and build upon the established BFTT SME R&D Programme, aimed at supporting the growth and innovation of fashion, textiles, and technology business, through collaborative research and development, and engaging with internal and external partners to deliver existing projects. The BFTT awards portfolio across UK fashion, textiles and technologies SMEs is a total investment of £2.8m. This role will also be supported by an R&D Coordinator.</p> <p>The SME R&D Manager, will work in close collaboration with the UAL FTT Institute Associate Director of Business Development and Partnerships on developing the Institute's service offer, and positioning it as a leading provider of the industry led knowledge exchange and support for this growing FTT sector.</p>	
<p>Duties and Responsibilities:</p> <p>BFTT SME R&D Programme Management</p> <ul style="list-style-type: none"> To lead the existing BFTT R&D Programme and related processes for grant contract management of the existing awards, in consultation with the BFTT Directors and University partners. To manage the existing portfolio of SME R&D Projects within the Business of Fashion, Textiles and Technology 	

- To support and mentor businesses within the BFTT R&D Programme in pursuit of follow-on funding opportunities, such as public funding or venture capital.
- To monitor and evaluate projects at pre-defined intervals and at project conclusion, to demonstrate economic growth through a range of KPIs as a result of this R&D activity.
- To undertake quarterly and annual reporting and inform overarching BFTT evaluation for UKRI.
- To manage the R&D Co-ordinator and ensure they are equipped to support the delivery of BFTT R&D Projects.
- To consult with and contribute toward BFTT Management and Steering Group meetings, relevant University and Industry partner committee groups, providing updates on the Programme, and longer term KPIs.

FTTI R&D Development

- Develop the institute's SME service offer and position it as a leading provider of the industry led knowledge exchange and support for FTT sector. In doing so R&D SME Manager would be expected:
- To establish depth and breadth of the current UAL SME service offer including strength and weaknesses and benchmark the practice across the sector, both nationally and internationally.
- To identify lessons learned and best practice approaches developed within the BFTT R&D Programme and how best those can be replicated.
- To develop a menu of service opportunities for FTT SMEs based on strategic, operational, and financial good practice as well as UAL's offer.
- To develop the user journey for the SME service offer and associated processes and quality assurance.
- To lead on institute's SME service offer provision following completion of BFTT R&D programme.

General Duties

- To perform such duties consistent with your role as may from time to time be assigned to you anywhere within the University
- To undertake health and safety duties and responsibilities appropriate to the role
- To work in accordance with the University's Staff Charter and Dignity at Work Policy, promoting equality diversity and inclusion in your work
- To undertake continuous personal and professional development, and to support it for any staff you manage through effective use of the University's Planning, Review and Appraisal scheme and staff development opportunities.
- To make full use of all information and communication technologies to meet the

requirements of the role and to promote organisational effectiveness.

- To conduct all financial matters associated with the role in accordance with the University's policies and procedures, as laid down in the Financial Regulations.
- To personally contribute towards reducing the university's impact on the environment and support actions associated with the UAL Sustainability Manifesto (2016 – 2022).

Key Working Relationships:

Managers and other staff, and external partners, suppliers etc; with whom regular contact is required.

- BFTT Directors and BFTT Project Manager
- Associate Director of Business Development and Partnerships
- UAL Research Management and Administration Funding and Finance contacts
- CR&DP Programme Industry experts
- UAL Research Centre Directors and business support, including Centre for Sustainable Fashion, Digital Anthropology Lab, Centre for Fashion Business Research and Innovation
- Business Development and Innovation Managers across the University, partnership and Industry Associations (e.g. BFC, UKFT)
- Workspace and Incubators (e.g. Fashion District)
- Programme Academic Supervisors
- Programme Postgraduate/Postdoctoral Research Placements/Associates

Specific Management Responsibilities

Budgets: Yes

Staff: Yes

Other: As appropriate

Person Specification

Specialist Knowledge/Qualifications	<p>Relevant degree and / or PG qualification or equivalent industry experience.</p> <p>Track record in business development, Knowledge Transfer Partnership / Exchange, and enterprise support within a Higher Education Setting</p> <p>Strong understanding and knowledge of technology innovation and application within the creative industries, e.g. biotechnologies, artificial intelligence, supply chain analysis, virtual, augmented reality.</p> <p>Knowledge of the UK government's Innovation Strategy and related national and regional economic development policies/strategies.</p> <p>Knowledge of UKRI and Innovate UK funding mechanisms.</p>
Relevant Experience	<p>Experience of planning and managing multiple R&D projects and their successful delivery between industry and Higher Education Institutions.</p> <p>Experience with legal and contractual negotiations between HEIs and industry, including Intellectual Property.</p> <p>Experience and proven track record of identifying and nurturing industry partnerships and collaborations with partner organisations, HEIs and businesses both nationally and internationally.</p> <p>Experience of funding success in academic and commercial contexts.</p> <p>Experience and proven track record of identifying bids and applications for research funding grants and other income streams.</p>
Communication Skills	<p>Strong capability in the communication of technical or specialist ideas or information persuasively adapting the style and message to a diverse audience in an inclusive and accessible way.</p> <p>Experience of developing or engaging in the development of communication strategies for business support programmes.</p>
Leadership and Management	<p>Motivates and lead teams effectively setting clear objectives to manage performance</p>

Research, Teaching and Learning	Experience with research / development project management and administration
Planning and managing resources	Effectively plans and manages operational activities, large and multiple projects to achieve long term objectives
Teamwork	Builds effective teams, networks or communities of practice and fosters constructive cross team collaboration
Student experience or customer service	Makes a contribution to improving the customer experience to promote an inclusive environment for, students, colleagues, industry or customers
Creativity, Innovation and Problem Solving	Identifies innovative solutions to problems to bring a wider benefit to the organization.

Last updated: November 2021