

Job Title	Director of Business Development and Enterprise
School	Health and Social Care
Normal Workbase	Stafford
Tenure	Permanent/Full-Time
Grade/Salary	12

Job Purpose	
<p>The Director Business Development and Enterprise will provide strategic and operational leadership of the School's commercial development, financial probity, meticulous and consistent use of data and governance. The purpose of the role includes the following key areas of responsibility:</p> <ul style="list-style-type: none"> • To contribute to the planning, development and delivery of the School business plan and resources, ensuring alignment with and delivery of, the University KPIs, the strategic plan and the Centre for Health Innovation KPIs. • To identify and evaluate risk appetites and options, strategies for risk mitigation, and priorities for the efficient use of resources • Ensure that business planning processes are robustly informed by data driving up relevant metrics. • To contribute to the delivery of activities driving commercial income, building relationships and collaboration with relevant partners such as employers and key stakeholders. • To support the University in maximising its activities and income from all University campuses • To ensure that the School and Centre for Health Innovation meets financial targets. • To ensure that the School and Centre for Health Innovation responds to all new governance, legislative and compliance aspects of the University embedding arrangements to deliver in an accurate and timely manner. • To maintain effective and productive working relationships with Services and where relevant other Schools to ensure delivery of the University's KPIs and Strategic Plan objectives • To work as a proactive, engaged and efficient member of the School Management Team providing support for senior colleagues 	

Relationships:	
Reporting to:	Dean
Responsible for:	TBC
Other Key Internal Relationships	Financial Services Director of Academic and Strategic Planning Planning and Business Intelligence Research, Impact and Innovation Services Human Resources and Organisational Development

Main Activities

- Have oversight of specialist accommodation, kit and resources ensuring that it is fit for purpose, and its use is maximised for students, staff and external stakeholders and business partners.
- To maintain effective oversight of the School and Centre for Health Innovation risk registers, ensuring that risk is managed proportionally, and that risk management is delivered within the overall risk appetites of the University.
- Build relationships with stakeholders and businesses to support the commercial development of the University and employability opportunities for students.
- Ensuring that the School and Centre for Health Innovation is managed, in accordance with all relevant University policies and procedures, including the University's financial management rules and regulations, student rules and regulations and all staff employment policies, procedures and working practices
- Ensure that data is captured effectively and in a timely manner and is presented and reported such that the information is accessible and used in business planning and delivery
- Ensure that all statutory returns and responses to consultations are accurate and timely and reviewed to inform future practice
- Develop and support the management of specialist accommodation and facilities
- Seek out opportunities to expand activities across the University campuses working with other Directors Business and Enterprise as appropriate
- Oversee the School and Centre for Health Innovation budget to ensure that finances are run well in terms of the annual budget, and its medium to long-term financial sustainability
- Representing the School and Centre for Health Innovation at University committees
- Produce reports as required
- To minimise environmental impact in the performance of the role and to actively contribute to the delivery of the University's Environmental Sustainability Policy

Academic Development:

- Promote entrepreneurship, innovation and high-growth, high-impact venture creation.
- Ensure our university provision is designed to meet the future needs of business and industry
- Lead the growth of the university and civic entrepreneurial ecosystem.
- Lead and managing in the achievement of the following responsibilities:
 - a. Develop and deliver an academic roadmap enabling the University to meet its academic strategic plan
 - b. To achieve the student recruitment requirements through a vibrant, modern, market led, product portfolio
 - c. To provide a high-quality learning experience for students as measured through student satisfaction indicators, progression, retention and achievement outcomes.
 - d. To enhance the quality and quantity of research outcomes in liaison with Research Centres and Groups
- Lead the use of innovation and entrepreneurship to improve student success, grow the regional economy, retain talent within the local area and enhance our brand
- Providing academic leadership for the Centre for Health Innovation, ensuring that all aspects of the provision are innovative and meet the needs of students, employers and customers more generally
- Ensuring that the Centre for Health Innovation is well run, in accordance with quality and regulatory requirements dictated both internally and externally
- Working collaboratively and effectively with other Schools/departments to grow synergy and develop opportunities across the product portfolio and business processes
- To support the development of the research, enterprise and professional activity of the School and the Centre for Health Innovation
- Support the positive actions identified to ensure the School and Centre for Health Innovation fulfils the requirements regarding equality and diversity and championing the ethos of inclusion

- Support maintenance of a safe and healthy work environment within the School and Centre for Health Innovation, including ensuring compliance with health and safety legislation and university policies and procedures

Special Conditions

The postholder will be required to travel and work across campuses where relevant

Variation to Job Description

Staffordshire University reserves the right to vary the duties and responsibilities of its employees within the general conditions of the Scheme of pay and conditions and employment related matters. Thus, it must be appreciated that the duties and responsibilities outlined above may be altered as the changing needs of the service may require.

Conditions of Service

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Date of Job Description

January 2021