

Knowledge Transfer Network

Job Description

Knowledge Transfer Manager – Knowledge Transfer Manager – Immersive Experiences (12-month Contract)

Job Purpose

To support the UK's immersive technology sector by stimulating and connecting innovation by connecting businesses to each other and the academic sector, providing information, advice and guidance on the latest funding and finance opportunities and addressing the barriers to innovation and identifying the opportunities for growth through a programme of Immerse UK activity

Reporting to: Head of Digital Economy & Creative Industries

Grade: Knowledge Transfer Manager (KTM2)

Salary: £37,088pa-£48,936pa (depending on experience)

Location: Home or office based working, with considerable UK travel expected.

Scope

The role will provide technical and market expertise in the fields of Immersive Technology sector, meeting KTN KPIs with particular attention to business interaction and engagement. Immerse UK will be trialling a membership model from April 2019, this role will support the implementation of the subscription model and core Immerse UK activity.

Specifically, the role will be required to:

- Support the roll out of the Immerse UK membership model.
- Engage, support and connect Immerse UK members and the UK immersive tech sector through business to business introductions, engagements and collaborations.
- Develop and deliver of a programme of Immerse UK activity targeted at the needs of the sector.
- Broaden the current reach of Immerse UK across the UK with a focus on the nations and regions.

Key accountabilities

- Building and maintaining a community, including having a good understanding of the innovation landscape in the area.
- Company engagement, as above and with SMEs.
- Manage specific tasks, including cross cutting projects.
- Facilitate networking across communities.
- Reporting and KPIs.

Job responsibilities

- Immerse UK Member recruitment & engagement
 - Recruiting new members, targeting areas where we are underrepresented, meeting current high growth members.
 - Providing A&G on funding and opportunities coming on stream.
 - Creating additional value via the Immerse UK networking tool.
- CRM (workbooks) input and team support.
- Connecting companies to each other, through targeted introductions, engagements and collaborations to meet KTN KPIs.
- Business Engagement
 - Dealing with inquiries, taking meetings, providing A&G, picking up and connecting inquiries across KTN.
 - Providing A&G on funding and opportunities coming on stream.
 - Speaking at events, such as KTN Businesses Drop IN and on panels promoting the work of Immerse UK.
- Enabling engagement between businesses and the UK research and academic community.
- Immerse UK website
 - Sourcing, writing blogs, articles, member features, content to drive value to members.
 - Utilising SM to drive engagement and participation.
- Programme Support: Support for Immerse UK programmes such as the ISCF Audience of the Future programme / Creative Clusters and other Immerse UK programmes as they develop.

- Event Support: Support for Immerse UK Week and other Immerse UK events.
- Supporting cross sector activity across the KTN.

Experience and qualifications

- Degree qualified or higher (or equivalent) and with industrial or post-graduate research experiences.
- A few years industrial experience in the immersive industries.
- Demonstrated experience in stakeholder engagement, with good external profile.

Competencies

- This role requires a highly motivated, self-starting and results oriented individual with a good understanding of commercial issues or a desire and the ability to learn on the job.
- Must be a good communicator with well developed written and verbal skills, able to translate complex topics for a broad audience.
- Must be a good listener - able to interact with and understand the needs and capabilities of a wide variety of clients.
- Flexible, reliable and adaptable with good interpersonal and time management skills.
- Comfortable working autonomously with little supervision or as a team member as required.
- Must be proficient in normal office software tools with excellent administrative and organisational skills.
- Sound scientific knowledge across a range of disciplines, highly numerate.
- Holder of a driving licence, a willingness to travel by public transport or by own car is required as post involves considerable travel including overnight at times.