

# Job Description – Knowledge Transfer Manager – Energy & Infrastructure

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## Job Purpose

We are looking for an enthusiastic individual to join us in providing business support to companies within the Energy and Infrastructure sectors. The role has a particular focus on cross-cutting energy technologies in the built environment and their impact therein, for example, exploring the balance between local air quality and distributed generation systems. The post holder will have an appreciation of heat and gaseous systems as well as electrical. The role will facilitate business growth and help promote and drive knowledge transfer between the science/technology base and industry, promote networking and stimulate innovation relevant to Energy and Infrastructure businesses.

The post is within the Infrastructure team alongside colleagues working on infrastructure, construction, energy systems and water. Therefore, the demands of the role will be varied, working with businesses across all these sectors and will link closely with the KTN Innovate Exchange programme plus other key KTN projects which draw widely on cross-sector solutions to address specific industrial challenges. A broad appreciation of, or experience in, energy or infrastructure systems is needed.

**Reporting to:** Head of Infrastructure

**Grade:** Knowledge Transfer Manager (KTM2 or 3)

**Salary:** £37,088 – 61,813pa (depending on experience)

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

## Key accountabilities

- Deliver and assist in the support of new funding streams related to industrial challenges relevant to Energy and Infrastructure.
- Deliver and assist in the development of an Energy and Infrastructure work programme within the KTN.
- Prepare future work programmes in agreement with stakeholders and team members.
- Support the development of cross-cutting application areas such as transport, energy, telecoms, security and space etc. for the benefit of Energy and Infrastructure stakeholders.
- Identify and monitor trends and opportunities for innovation through interaction with business and the technology base.
- Ensure that industry is aware of the funding opportunities within the Energy and

Infrastructure research and innovation sphere.

- Facilitate networking opportunities for industry to meet with peers and potential collaborators through the organisation of workshops and other meetings etc.
- Visit companies, research institutions and universities, mainly within the UK, to understand their R&D needs and innovation capabilities.

## Job responsibilities

- Work with the Infrastructure team to understand the technology needs and opportunities for the growth of UK Industry and the scientific capabilities of the research base, facilitating the transfer of knowledge within and between these groups and the establishment of collaborations.
- Help understand and facilitate access to Innovation support mechanisms for businesses and to help develop funding and investment applications.
- Support the delivery of the Innovation Exchange programme, primarily across the Energy and Infrastructure sectors but to other sectors as required.
- Promote the benefits of KTN and innovation within a business context to the UK sector including the preparation of promotional material and the use of various media.
- Display and maintain a good scientific and technical awareness in a broad range of topics of relevance to the UK capability and industry needs.
- Liaise closely with KTN staff across all sectors and technologies to ensure a good understanding of the other sector activities, to ensure well informed and integrated working.
- Contribute to the writing of articles for newsletters, blogs of interest to our members.
- Help to organise meetings, workshops, networking events and exchange programmes in a variety of commercial and scientific areas.
- Undertake necessary administrative duties including the timely completion of accurate reports, meeting minutes and expenses.

## Experience and Qualifications

- Degree educated in a scientific, technical or engineering discipline with post-graduate scientific or engineering industrial experience. Industrial experience in energy or infrastructure systems, or a related environment.
- Experienced in technology and product development within an industrial and/or academic environment.
- Have broad knowledge and be agile and confident working effectively beyond the energy and infrastructure sectors into wider technology and business areas.
- Have an understanding of energy and/or infrastructure supply chains across technologies. An appreciation of Government considerations in cross- departmental work would be an advantage.
- Have had exposure to the research and business environment.

