

Job Description – Knowledge Transfer Manager – Aviation

Job Purpose

We are looking for an enthusiastic individual with current and relevant knowledge and experience in aviation to join the Transport Team at KTN. The successful candidate will support programmes of work focused on efficiency and decarbonisation improvements in the movement of people and freight by air. The role involves providing innovation support to companies working in the aviation sector and associated industries, driving knowledge transfer between the science base and industry, promoting networking and enabling innovation.

The post involves working with Innovate UK, the Department for Transport (DfT), industry groups and across academia to deliver innovation programmes and support businesses to access relevant funding streams and catalyse new business partnerships. The successful candidate will have some experience of the aviation industry and understanding of the challenges for airports, airlines and associated industries.

The aim of the Transport Team is to support the UK's mobility innovation agenda in relation to government's Industrial Strategy including the Future of Mobility and Clean Growth Grand Challenges. The team covers all traditional transport modes, passenger and freight, whilst remaining agile to respond to new and emerging innovations (e.g. Hyperloop, Connected and Autonomous Vehicles (CAV)).

The post holder will also be required to support aerospace related activities and work with colleagues across KTN (e.g. Manufacturing, Materials, Enabling Technologies).

Reporting to: Head of Transport

Grade: Salary £31,447 to £49,792 (depending on experience).

Location: Home or office-based with regular UK travel expected. KTN hub offices are in London, Harwell and Edinburgh.

Key accountabilities

- Support development and implementation of future strategy and work programmes for aviation.
- Support the development of cross-cutting application areas such as biofuels, data, robotics, AI, security and space for the benefit of aviation stakeholders by working with other staff in KTN.
- 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 for aviation related innovation.
- Facilitate networking opportunities for industry to meet with peers and potential collaborators through the organisation of workshops and meetings.
- Visit companies, research institutions and universities, in the UK, to understand their R&D needs and innovation capabilities.
- Develop and maintain effective relationships with external stakeholders, departments, forums, groups active in related areas.
- Deliver and assist in the support of new funding streams related to industrial challenges including delivering collaboration events.

Job responsibilities

- Work with the Transport team to understand the technology needs and opportunities for 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.
- Support the Head of Transport in working with Sustainable Aviation, DfT and experts on defining and delivering programmes of work on sustainable aviation fuel.

- Understand and facilitate access to innovation support mechanisms for businesses and to help develop funding and investment applications.
- 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.
- Develop and lead cross-community activity within KTN to help build new aviation supply chains to create value for UK businesses.
- Liaise closely with KTN staff across all sectors and technologies to ensure a good understanding of other sector activities, to ensure well informed and integrated working.
- Produce articles for newsletters, blogs of interest to our members and similar media.
- Organise meetings, workshops and networking events in a variety of commercial and scientific areas.
- Undertake necessary administrative duties including the timely completion of accurate reports, meeting minutes, timesheets and expenses.
- Maintain and disseminate an up-to-date view of the aviation industry, including technology developments, key innovators, market trends/needs and business funding opportunities.
- The role will require regular UK travel including overnight at times and possibly some European or Global travel.

Person Specification

Criteria	Essential	Desirable
Education	<ul style="list-style-type: none"> • Degree educated 	<ul style="list-style-type: none"> • Post-graduate degree and/or industrial experience in aviation/transport or related environment
Experience	<ul style="list-style-type: none"> • Experience or strong understanding of the aviation industry either from an 	<ul style="list-style-type: none"> • Business development in a transport organisation

	<p>industrial and/or academic environment</p> <ul style="list-style-type: none"> • Ability to bring together stakeholders to deliver on a project or task 	<ul style="list-style-type: none"> • Organising & delivering events and/or workshops
Skills	<ul style="list-style-type: none"> • Highly numerate & analytical • Ability to prioritise & meet deadlines • Excellent presentation skills • Well-developed written & verbal skills, able to translate complex topics for a broad audience • IT literate with good working knowledge of Microsoft packages 	
Knowledge	<ul style="list-style-type: none"> • An understanding of the aviation industry and innovation opportunities 	<ul style="list-style-type: none"> • Awareness of the innovation grant funding landscape (e.g. Innovate UK)
Attributes	<ul style="list-style-type: none"> • Passionate & enthusiastic • Motivated & a self-starter • Ability to work alone & part of a team • Able to deliver effectively in a fast-paced environment • Adaptable & reliable with good interpersonal & time management skills 	