

Job Description

Job Title: Industry Liaison and Contracts Manager (7380U) #27126
Job ID: 27126
Location: Main Campus-Berkeley
Full/Part Time: Full-Time
Regular/Temporary: Regular **Department** IPIRA-Industry Alliance Office

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About Berkeley

The University of California, Berkeley, is one of the world's most iconic teaching and research institutions. Since 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world. Berkeley's culture of openness, freedom and acceptance—academic and artistic, political and cultural—make it a very special place for students, faculty and staff.

Berkeley is committed to hiring and developing staff who want to work in a high performing culture that supports the outstanding work of our faculty and students. In deciding whether to apply for a staff position at Berkeley, candidates are strongly encouraged to consider the alignment of the Berkeley Workplace Culture with their potential for success at <http://jobs.berkeley.edu/why-berkeley.html>.

Application Review Date

The First Review Date for this job is: July 3, 2019.

Departmental Overview

The University of California at Berkeley (UCB) currently has an outstanding opportunity for an Industry Contracts and Alliances Manager in the its Industry Alliances Office (IAO), a division of Intellectual Property and Industry Research Alliances (IPIRA).

The IAO is responsible for the creation, negotiation, and implementation of agreements with industry that support campus research activities and facilitate a strong relationship with the corporate sector. Industry-related agreements include all agreements related to the support of research by for-profit entities, including sponsored research agreements, industry affiliate agreements, Small Business Innovation and Research (SBIR) and Small Business Technology Transfer (STTR) grants, and collaboration agreements. IAO also negotiates all material transfer agreements and research related confidentiality agreements for the UC Berkeley campus. IAO conducts outreach to both the campus community and industry sector concerning industry/university relationships, technology transfer and research activities at UC Berkeley.

Responsibilities

The Alliances Manager will negotiate research-related agreements and help in the development and maintenance of research relationships with industry. The Alliances Manager will also provide expert advice, contract interpretation, and training to faculty and staff working with industry, as well as outreach and guidance on university contracting to the industry representatives. The Alliances Manager works collaboratively with UCB's Sponsored Projects Office and with IAO's sister office, the Office of Technology Licensing on the negotiation of intellectual property terms in sponsored research agreements. The Alliances Manager also regularly interacts with the UC Berkeley Office of Legal Affairs, the University of California System's Office of the General Counsel and Research Policy Analysis and Coordination office as well as with other UC campuses.

- Drafts and negotiates a variety of research-related contracts such as non-disclosure, material transfer, and sponsored research agreements, as well as member agreements for industry affiliate programs; ensures such contracts comply with applicable laws, regulations and policies.
- Facilitates post-award management by advising faculty, students and staff of their rights and obligations under the various contracts.
- In consultation with senior contract administrators and Director initiate new research collaborations by informing faculty and company representatives of potential collaborative opportunities.
- Promotes appropriate disclosure of information, e.g., invention disclosures, to research sponsors and the Office of Technology Licensing
- Establishes and maintains professional relationships with industry representatives, provides information to them about campus research programs, about laws and policies that govern contracting practices, and directs them to others when appropriate.
- Investigates and mediates departmental and or contractor complaints, including coordination between multiple parties

Required Qualifications

- The ability to draft and negotiate mutually beneficial research agreements in accordance with the requirements of the project, relevant University policies and federal and state laws;
- The ability to understand, interpret, and clearly communicate matters of policy, law and science to multiple constituencies including faculty and industry representatives;
- The ability to work collaboratively with other Universities and UC System offices;
- Tolerance and respect for a diversity of perspectives;
- The ability to work as an engaged, contributing member of a team;
- The ability to tolerate ambiguity and suspend judgment when needed;
- A commitment to further the research mission of the University;
- Ability to track, manage and meet multiple transactions/projects/deadlines in a high volume position;
- High attention to detail while maintaining focus on the big picture;
- Ability to understand internal departmental/unit operating policies;
- Thorough knowledge and understanding of specific contracting assignments;
- Strong organizational, presentation, and negotiation skills;
- Strong listening and political acumen skills;
- Strong knowledge of the campus, including its infrastructure, goals, mission, rules, policies, guidelines, etc.
- A demonstrated ability to exercise sound judgment;
- An understanding of intellectual property law, contracts and grants, and University research administration.

Preferred Qualifications

- Bachelor's degree with at least five years of experience in technology-related business development or industry-sponsored research contracting, or; alternatively, a graduate level degree with a legal, science, technology, or engineering focus and three years of relevant university/industry-related experience
- Ability to work flexible hours to complete assigned tasks

Salary & Benefits

Annual Salary Range: \$96,000.00 – \$103,000.00

For information on the comprehensive benefits package offered by the University visit:

<http://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html>

How to Apply

Please submit your cover letter and resume as a single attachment when applying.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant see:

http://www.eeoc.gov/employers/upload/poster_screen_reader_optimized.pdf

For the complete University of California nondiscrimination and affirmative action policy see:

<http://policy.ucop.edu/doc/4000376/NondiscrimAffirmAct>

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