



Head of Wales Innovation Network

**Candidate Pack**

August 2021

## Introduction

The university sector in Wales is establishing an exciting new initiative to deliver a step change in the depth and breadth of Wales' collaborative research and innovation activity.

As recommended by Professor Graeme Reid's 'Strength in Diversity' report, the Wales Innovation Network (WIN) will support Welsh universities in increasing research competitiveness by capitalising on our diverse strengths, providing facilitative capacity for universities, and strengthening relationships with UKRI and other funders. The Network will be made up of the 9 partner universities that constitute Universities Wales' membership.

Working with the WIN Board and Universities Wales, this role will oversee the establishment and delivery of the Wales Innovation Network, including delivering WIN's key objectives to support the sector in securing additional investment through collaborative bids, and leading the WIN team.

WIN will play a crucial role in Universities Wales' mission to support a university education system which transforms lives through the work Welsh universities do with the people and places of Wales and the wider world.

## The Role

<b>Post Title:</b>	Head of Wales Innovation Network
<b>Reports To:</b>	Director of Universities Wales
<b>Location:</b>	Flexible office location but will require travel to London/Wales
<b>Salary:</b>	£67,460

### Main Responsibilities:

- To deliver the key objectives of the Wales Innovation Network including:
  - Encouraging further and deeper collaboration across Welsh universities, leveraging Wales' diverse strengths
  - supporting the sector to secure additional investment through the development of collaborative bids in research and innovation, raising prominence of Wales' capabilities
- To work closely with and report to the WIN Board in delivering these objectives
- To ensure that WIN's activities are effectively aligned to the ambitions and expectations of the WIN Board and those of Vice Chancellors in Wales through Universities Wales committee
- To lead the development of strategies and operational plans to deliver those objectives
- To lead the Wales Innovation Network team, including the recruitment, performance management and development of staff
- To develop new collaborative research and innovation opportunities for partner institutions
- To strengthen relationships with research and innovation funders, operating as a key external facing point of contact for the Network to help shape and influence the development of funding opportunities
- To build and maintain productive working relationships with university leaders and research teams
- To promote the Welsh research and innovation offer, including training opportunities linked to doctoral programmes
- To manage WIN's operational and financial requirements, including the budget, and ensure that reporting to the WIN Board and Universities Wales committee is timely and accurate, and meets UUK requirements
- To ensure value for money and return on investment on behalf of partner institutions
- To undertake such travelling as may be necessary to carry out the duties of the role.

- To undertake such other duties that may be required from time to time.
- To work with other Universities Wales teams to deliver WIN's objectives

## Personal Effectiveness:

- To take responsibility as far as is practical for own personal development to ensure that personal knowledge and skills are updated to ensure effectiveness in meeting work objectives.

## General:

- To show respect to colleagues, external partners and stakeholders, and to understand and adhere to UUK's equality and diversity policy, UUK's organisational capabilities, and its value of dignity at work.
- To work collegially, and to support all the teams which the post has contact with, in achieving WIN's objectives.
- To support Universities Wales, where appropriate, in its policy and advocacy role for research and innovation.
- Any other duties commensurate with the grade and level of responsibility of this post, for which the post holder has the necessary experience and/or training.

This job description will be reviewed and amended in the light of changing professional demands. A job description is not a rigid or inflexible document but acts to provide guidelines to the duties expected while in post.

## Person Specification

Essential / Desirable	Qualifications and Training	Assessed
Essential	A degree or equivalent experience	Application
	<b>A. Work Background and Experience</b>	
Essential	Experience of working at a senior level in a research or innovation environment with or in higher education institutions	Application
Essential	Team management experience	Application
Desirable	Experience of working in a UK-level higher education and/or research and innovation funding environment	Application
Desirable	Experience of working in a research and innovation environment with industry	Interview
	<b>B. Skills and Aptitudes Required</b>	
Essential	Influencing and communicating in a highly effective manner to varied audiences	Application and Interview
Essential	Well organised. Able to plan and prioritise own workload as well as oversee the allocation of resources within a team.	Interview
Essential	Ability to successfully lead a team in delivering upon the strategic aims of a unit and its funding KPIs	Interview
Essential	Ability to motivate high performance in others	Interview
Essential	A professional approach to work with a willingness to speak honestly, and to be accountable	Interview
Essential	Ability to think strategically and develop work plans to deliver a unit's objectives	Application and Interview
Essential	Excellent attention to accuracy and detail	Application
Essential	Ability to work with a wide range of stakeholders, build consensus and promote unit objectives	Application and Interview
Desirable	Ability to communicate in Welsh	Application
	<b>C. Knowledge Required</b>	

Essential	Understanding of the research and innovation funding landscape in Wales and the UK	Interview
Desirable	A good understanding of the higher education landscape in Wales	Interview
	<b>D. Personal Qualities</b>	
Essential	Willing to travel throughout Wales, the UK and Europe	Application
Essential	Flexibility to meet the needs of the organisation and ability to multitask in a small team environment	Application and Interview
Essential	Positive attitude while being able to work under pressure	Interview

## How to Apply

For more information, please visit [www.minervasearch.com/win](http://www.minervasearch.com/win).

To apply please send a cover letter and CV to [win@minervasearch.com](mailto:win@minervasearch.com), and for a confidential conversation please contact [win@minervasearch.com](mailto:win@minervasearch.com).

Please note that it is the intention to shortlist and interview in mid-October 2021.