



Executive Director, Licensing and Business Development

Full-Time/Exempt

Reports To: Vice President, Technology Transfer

Location: 2537 Research Blvd, Suite 200

ROLE/POSITION SUMMARY: As a management level staff member, the Executive Director, Licensing and Business Development will support CSURF in leading the development and implementation of all facets of technology transfer, business development, startup company interactions, and licensing strategy, which will drive strong faculty and business relationships, and build a robust transactional pipeline. The Executive Director is conversant and comfortable with both academic and commercial partners, capable of fostering and growing networks, and serves as a resource for creating, evaluating, positioning, and identifying partner opportunities for commercially relevant translational research.

ESSENTIAL JOB FUNCTIONS

Strategic Planning: In close coordination with the Vice President, establish plans and execute strategies to meet established goals for licensing and business development functions. This position will be passionate about maximizing the value and impact of Colorado State University's research discoveries and innovations for financial and societal impact through commercialization and industry engagement.

Leadership: Provide leadership to the work unit through education, training, mentoring and management of licensing professionals. Establish a culture of continuous improvement for all licensing and business development processes and agreements by reviewing and implementing relevant best practices. Review pending transactions and manage negotiations in association with the licensing professionals to ensure alignment with CSURF's mission. Manage, in coordination with the Vice President, all goal setting as it relates to the licensing and business development functions.

Supervision: Supervise day-to-day business development and licensing professionals, including, regular meetings with licensing professionals to establish strategies and expectations for portfolio and deal flow management. Coordinate and manage regular portfolio management meetings with licensing professionals and other staff. Coordinate and manage deal flow meetings to track progress toward established goals in licensing and other strategic collaborations. Complete annual performance reviews for assigned staff.

Outreach, Marketing and Education: Nurture positive, professional relationships both inside and outside CSURF and CSU, and be an official representative of CSURF for appropriate technology transfer discussions and programs. Champion educational programs on IP protection, licensing, and industry engagement to benefit CSURF constituents. Develop and participate in initiatives to inform key stakeholders and constituent communities about innovation at Colorado State University, and champion innovative and entrepreneurial culture in the region. Actively participate in campus, local and regional events/activities to promote innovation, entrepreneurship and intellectual property awareness.

General Responsibilities: Perform other duties as assigned that are necessary to meet and advance CSURF's technology transfer objectives.

KNOWLEDGE/SKILLS/ABILITIES:

Education

- **Required:** Bachelor's Degree in a scientific field such as engineering, computer science, life sciences, chemistry or agricultural sciences.
- **Required:** Master's Degree in a scientific field such as engineering, computer science, life sciences, chemistry, agricultural sciences, Business (MBA) or a JD.
- **Preferred:** Ph.D. in a scientific field such as engineering, life sciences, chemistry or agricultural sciences.
- **Preferred:** Registered Patent Agent, CLP/RTTP certification.

Experience

- **Required:** Minimum 10 years' experience in intellectual property licensing and/or business development in brokering licensing arrangements or strategic collaborations within industry or academia.
- **Strongly Preferred:** Minimum 5 years' experience in an academic technology transfer setting.
- **Required:** Familiarity with the basic concepts of intellectual property law, particularly patent law.
- **Preferred:** Three years' experience supervising technology transfer or business development professionals.
- Demonstrated experience with technology transfer, business development and/or intellectual property management software platforms.
- Demonstrated experience leading successful negotiations on a substantial number of intellectual property agreements including patents, trademarks, and copyright.
- Demonstrated experience working closely with inventors in an academic or corporate environment.
- Demonstrated experience evaluating intellectual property inventions and assessing commercial market applications.
- Demonstrated experience working with companies of varying size from startup companies to large global companies.

Expectations

- A proven communicator comfortable dealing with senior scientists, administrators, and industry executives, developing and maintaining relationships with faculty, industry, and other academic institutions.
- Occasional travel to attend professional development opportunities, conduct site visits, or engage in business development activities.
- Establish and maintain effective working relationships.
- Operate with a high degree of professionalism, ethics, integrity, confidentiality and discretion.
- Demonstrated excellence in oral and written communication skills, express ideas clearly and concisely.
- Demonstrate strong advisory and presentation skills especially at the senior executive level.
- Exercise good judgment in analyzing situations and making decisions by interpreting and applying applicable rules, methods, protocols, and processes with diligence and detail.
- Work independently to effectively manage time, projects and deadlines; use critical thinking, curiosity, and pride in every project.
- Ability to interact effectively, creatively, and harmoniously with coworkers in a team setting.
- Innovate for optimal efficiency, employ methods of continuous process improvement.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Standard office environment necessitating movement throughout different business units.
- Occasional use of personal vehicle for travel, company pays standard mileage rate.

Note: The noise level in the work environment is usually moderate.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Typical office environment, sitting at a desk or a table, typical amounts of standing or walking in the office and repetitive hand, wrist or finger movement.
- Ability to work in a multi-level office building.

EQUIPMENT

Standard office equipment including copiers, printers, computers, tablets, and cell phones.

Note: This position is an at-will position in accordance with the laws of the state of Colorado and the United States federal government. This job description is not a complete statement of all duties and responsibilities comprising this position.