University of Nottingham
UK | CHINA | MALAYSIA

Role profile

Job Title	Director of International Research Partnerships
School/Department	Research and Knowledge Exchange Office
Job Level	UNNC Scale B Level 6
Job Family	Administrative, Professional and Managerial
Contract Status	Full-time
Location	University of Nottingham Ningbo China
Hours of Work	Regular working hours
Responsible to	Vice Provost for Research and Knowledge Exchange

Purpose of role

The role will develop and deliver UNNC's external international research partnership and funding agenda. It will build a qualified pipeline of international funding opportunities, strategic university and research-organisation partnerships, major collaborative bids and research-led relationships with international companies.

The role is externally facing and outcome driven. It complements the Director of Tri-Campus Research Collaboration, whose primary remit is collaboration within the University of Nottingham's UK, China and Malaysia campuses.

The role will work closely with academic leaders and relevant professional services teams to translate strategic partnership opportunities into deliverable research initiatives.

	Main responsibilities (Primary accountabilities and responsibilities expected to fulfil the role)	**% time per year**
1	**International funding strategy and opportunity pipeline** • Develop and maintain an evidence-based international research funding strategy aligned with UNNC's priority disciplines and institutional goals. • Identify and qualify opportunities from UKRI, Innovate UK, Horizon Europe where eligible, international foundations, multilateral bodies and other relevant sources. • Provide targeted funding intelligence and sponsor engagement that leads to defined actions by credible UNNC teams.	25%
2	**Strategic international research partnerships** • Build a selective portfolio of high-value relationships with leading overseas universities, research organisations, funders and innovation bodies. • Convert priority relationships into active work plans, named academic connections, joint proposals, research programmes or other measurable outcomes rather than stand-alone memoranda. • Represent UNNC in relevant senior international research forums and partnership discussions.	25%

3	**International industry research and innovation partnerships** • Develop research-led relationships with UK and multinational companies that create externally funded collaboration, access to data or facilities, researcher engagement or knowledge-exchange opportunities. • Work with Knowledge Exchange, NNTC and faculty teams to route opportunities to the correct commercial, contracting, IP and delivery support. • Ensure that prospective partnerships have a clear academic and institutional value proposition.	20%
4	**Major international collaborative bids and partnership delivery** • Lead and coordinate the development of major international collaborative funding bids, from identified opportunities through consortium building, proposal preparation and submission. • Mobilise academic leaders and overseas partners around clear research objectives, partner commitments, resources and deliverable outcomes. • Work with relevant UNNC teams to progress successful bids and strategic partnerships into funded research activity, with clear responsibilities and implementation arrangements. • Take responsibility for ensuring that major international research partnerships undergo appropriate due diligence, risk assessment and institutional approvals, working with relevant University teams and escalating significant issues where necessary.	15%
5	**Profile, intelligence and performance management** • Raise UNNC's international research profile through targeted networks, delegations, funder engagement and evidence-based communication of research strengths. • Report regularly against agreed pipeline, bid, partnership and funding KPIs, including attribution and contribution to outcomes. • Coordinate with the Director of Tri-Campus Research Collaboration when external opportunities require UNUK or UNM participation.	10%
6	**Other responsibilities** • Participate in training and staff development events as trainer or trainee as appropriate. • Maintain appropriate professional development, expertise and awareness. • Undertake other tasks and responsibilities as may reasonably be required.	5%

Person specification

	Essential	Desirable
Skills	• Exceptional senior relationship-building, influencing and negotiation skills across universities, funders, government and industry. • Ability to originate opportunities and convert broad relationships into funded, deliverable research activity. • Strong strategic planning, business development, consortium-building and pipeline-management capability. • Excellent written and verbal communication, including the ability to represent UNNC credibly with senior international stakeholders.	• Experience of working across UK and China research and innovation systems. • Commercially informed approach to research and innovation partnerships.
Knowledge and experience	• Substantial senior experience in international research funding, research partnerships or research and innovation policy. • Strong current knowledge of international funding systems and the requirements of major collaborative programmes. • Demonstrable record of developing strategic partnerships, funding pipelines, consortia or major bids with measurable outcomes. • Experience of working successfully with senior academic leaders, researchers, professional services, funders and external organisations. • Experience of operating within complex governance, risk and compliance environments.	• Established senior networks in UKRI, international funders, leading universities, research organisations or research-intensive companies. • Experience of major programme assessment, funding decision-making or international portfolio management. • Knowledge of research security, export-control, data, contracting and intellectual-property issues affecting international collaboration.
Qualifications, certification and training (relevant to role)	• A Master's degree and/or relevant professional qualification	• Relevant training in programme management, partnership development, funding assessment or international relations. • Equivalent extensive experience in a senior international research role.
Statutory, legal or special requirements	• Ability to travel internationally and work flexibly across time zones. • Commitment to the University's requirements on trusted research, integrity, conflicts, confidentiality and due diligence.	

Expectations and behaviours

The University has developed a clear set of core expectations and behaviours that our people should be demonstrating in their work, and as ambassadors of the University's strategy, vision and values. The following are essential to the role:

Valuing people	Understands that it is essential to provide a structure that people can thrive in. Knows how to communicate with people to create a healthy working environment and get the best out of people.
Taking ownership	Communicates vision clearly, providing direction and focus. Knows how to create a productive environment where people are inspired and can work cross-departmentally in partnership.
Forward thinking	Has the ambition to be a pioneer in own area, anticipating the future change, needs and challenges. Knows how to innovate within their work context and champions others to be inspired to be part of this ambition
Professional pride	Keeps up to date on latest thinking, trends and work practices. Supports team to be thought leaders; willing to challenge if obstacles get in the way.
Always inclusive	Establishes far reaching partnerships, well beyond own area across a broad range of networks. Understand role to pay due regard to the needs of the whole community.

Key relationships with others

