

Job Description

1. JOB DETAILS

Job Title: Innovation Lead

Grade: AfC8a

Responsible to: Director of Innovation

Reports to: Research & Innovation Manager

Location: Clinical Research & Innovation Office, D Floor, Royal Hallamshire Hospital

Minimum Requirements: Educated to Masters level or with equivalent post-graduate health-related research and innovation experience. Relevant Management experience in an NHS, university or commercial research setting.

2. JOB PURPOSE

The STH NHS Foundation Trust and Faculty of Medicine, Dentistry and Health, University of Sheffield have a large and expanding clinical research and innovation portfolio with significant joint Trust-University of Sheffield research and innovation programmes, academic directorates, UK and EU Centres of Excellence and extensive collaborations in the UK.

The partner institutions have been running a joint Clinical Research & Innovation Office (CRIO) for the last few years to:

- Enable their strategy of developing high quality research, significant funding and capacity building in the continual drive for research and innovation excellence and success.
- Provide a supportive, researcher-centred streamlined approach for the stimulation, training, support, governance, costing and contracting of translational, clinical and health services research activity across the two institutions.

The Trust has now appointed a Director of Innovation and wishes not only to continue to develop their research portfolio but in particular support and stimulate innovation and grow innovation capability and capacity within the organisation. Our overall aims in innovation are to:

- Provide the very best in healthcare, clinical research and innovation for our local communities and wider population.
- Become a leading centre for innovation, spread and adoption, working with industry to create jobs and wealth and maximise the benefits from the use of technology.
- Develop a comprehensive understanding of its innovative capacity and capability.
- Delivering excellent research, education and innovation is one of the five key aims of the Trust's Corporate Strategy.

A particular and significant task of this post will be to support the Director of Innovation and Research & Innovation Manager in further developing and implementing the Trust Innovation Strategy combined with the Trust Research Strategy. The particular objective is to ensure that innovation activity addresses the needs of the Clinical Directorates in delivering the highest quality clinical care. This will require the active development of new collaborations and relationships and the on-going effective management of such.

The postholder will help develop a range of SMART measures to assess performance in innovation and then work with a range of local, regional and national partners to ensure their implementation and delivery. Key areas include:

- Developing partnerships with Industry and Universities.
- Producing Innovation case studies.
- Facilitating technology adoption.
- Ensuring that effective information, support and governance systems in place.
- Increasing Trust staff awareness and engagement in our innovation activities.
- Improving our capability and capacity for growth in innovation.
- Ensuring the exploitation of innovation opportunities.
- Development and effective monitoring of relevant and useful Key Performance Indicators.

The postholder will engage effectively with the Trust's key Governance and Advisory Structures for Innovation, including:

- The Innovation Advisory Group and Innovation Executive which have terms of reference established and an initial governance framework in place.
- The Trust's Medical Device Management Group has committed to leading the proactive management of technology adoption and monitoring effectiveness.
- Further incorporating Innovation into the current STH Performance and Operating Framework (POF) and Annual Directorate Performance Reviews.
- Relationships already exist with the Yorkshire&Humber (YH) AHSN, Medipex and other innovation agencies. Interfaces should be formalised and relationships nurtured to maximise opportunities, including an innovation communications plan for both our internal and external partners.
- Extending our horizon scanning to encompass innovation funding opportunities and support teams to work collaboratively in the pursuit of relevant grant and commercial funding/partnerships.
- Our Innovation Partners currently include: Medipex Limited, Devices for Dignity MedTech Co-operative (hosted by STH), YH AHSN, NHS, University of Sheffield Healthcare Gateway, NIHR Research Design Service Yorkshire & Humber, Sheffield Hallam University.

3. ROLE OF THE DEPARTMENT

The role of the Clinical Research & Innovation Office (CRIO) is to:

- (i) Ensure the delivery of STH's clinical research & innovation strategy, together with the research strategy of the University of Sheffield (UoS);
- (ii) Support investigators, the STH Directorates and University Faculties at all stages of the research and innovation process;
- (iii) Keep abreast of relevant national strategic developments and opportunities, ensuring that these are communicated appropriately and embedded within policy and practice as appropriate;
- (iv) Promote the profile of Sheffield's clinical research & innovation nationally;
- (v) Network with other NHS Trusts and HEI to ensure currency of policies and services;
- (vi) Maximise the relationship between the Clinical Research & Innovation Office and: i) the NIHR YH Clinical Research Network; ii) the YH AHSN; iii) the Northern Health Science Alliance; iv) the Shelford Group
- (vii) Ensure adherence to the Regulatory Framework relating to clinical research;
- (viii) Support a committee structure to provide accountability to STH and the UoS.

4. DEPARTMENTAL/DIRECTORATE ORGANISATIONAL CHART

To be provided.

5. MAIN DUTIES AND RESPONSIBILITIES

Act as an initial point of escalation and referral from clinical personnel and support services colleagues on all operational issues relating to IP, innovation and commercialisation.

Engage directly with researchers across the Trust to identify and develop new IP-commercialisation opportunities.

Provide strategic leadership for intellectual property (IP) and commercialisation in line with the Trust strategy; set standards and develop long term plans in relation to the delivery of specialist work.

Apply expert knowledge in developing and delivering a high-quality service for IP and commercialisation, providing diverse and comprehensive support, responding to/ leading on complex areas across the Trust.

Develop and manage partnerships with both external and internal stakeholders; work collaboratively to deliver and enhance the service offered; and provide expert advice on relevant Trust policies and procedures;

Identify external income generation opportunities and develop relationships with external partners based upon the commercialisation of Trust intellectual property and know-how;

Provide expert input on IP and commercialisation to funding proposals, to increase collaborative R&D, contract research and consultancy income.

Pro-actively provide foresight of future funding calls and strategic opportunities.

Lead and develop strategic/service wide initiatives/projects to deliver operational excellence and ensure the Trust is at the forefront of commercialisation practice e.g.; Commission research and analysis as required, identify and assess the wider implications for the functional area and Trust.

Be responsible for resource and budget planning/monitoring of operational and wider strategic activities, to facilitate annual and longer term planning , e.g. development of business cases for initiatives.

Ensure technology and market validation takes place for commercial opportunities and prepare highly complex written, evidence-based recommendations of the commercial and impact opportunity

Motivate, lead and mentor staff where required; provide general guidance, coaching and support, developing their skills and knowledge in the area of IP and commercialisation.

As a member of the senior management team, develop Trust wide plans for the service area, to ensure delivery of wider Trust strategic objectives.

Lead and support Research and Innovation governance processes and act as committee secretary for relevant Trust Innovation Groups e.g. Innovation Executive, Innovation Advisory Group.

Advise Director of Innovation and Research & Innovation Manager on issues affecting your area of responsibility; produce and present papers/ provide highly complex and sensitive reports to relevant boards/committees to support operational and strategic decision making.

Develop and deliver bespoke IP -specific training to staff, students; promote awareness of the service; write guidance materials to ensure the service is understood and applied consistently across the Trust.

Manage the development and oversee the operation of administrative systems, record keeping within an agreed framework.

Maintain confidentiality and treat highly sensitive information with appropriate tact and diplomacy, and ensure compliance with data protection legislation across the service area/functional area.

6. FINANCIAL MANAGEMENT RESPONSIBILITIES (including estimated size of budget)

None.

7. HUMAN RESOURCES MANAGEMENT RESPONSIBILITIES (including numbers and grades of staff)

Responsible for supervision and mentoring of CRIO staff and Directorate Research & Innovation Coordinators as required.

8. ASSET MANAGEMENT RESPONSIBILITIES (i.e. stock, equipment, buildings)

None.

9. **WORKING RELATIONSHIPS (please identify the main personnel with whom the postholder will be required to communicate with and advise internally and externally)**

a) **Communicate with:**

Internal

Medical Director
Director of Innovation
Director of Research
Research & Innovation Manager
CRIO Team
Director and staff of the CRFs
Research & Innovation Finance Team

Directorate Research & Innovation Leads
Directorate Research & Innovation Coordinators
Clinical Directors
Nurse Directors
Operations Directors
Service Managers
Directorate Finance Teams

Service directorates including Pharmacy, Laboratory Medicine, Imaging, Clinical Engineering
Corporate Services including Procurement, Strategy & Planning, Information Technology, Information Governance

Researchers

External

University of Sheffield
Sheffield Hallam University
Trusts across Yorkshire & Humber
Medipex
YH AHSN
NHS
NIHR Research Design Service Yorkshire & Humber
External Innovation agencies and collaborators including industry
Research & Innovation funders
National and international academic institutions

b) **Provide advice to:**

Internal

As above

External

As required

This job description is not meant to be finite and may be changed subject to the exigencies of the service. Similarly the postholder may be requested to undertake such other duties not mentioned in the job description which are commensurate with the grade.