



**Managing Director,**

**Menai Science Park, Anglesey**

(A wholly owned subsidiary of Bangor University)

**Starting Salary: Competitive salary dependent on skills and experience**

As the Science Park Director you will lead and further develop the first dedicated Science Park in Wales. You will have the opportunity to take a lead role and play a crucial part in the development of the knowledge based economy of North Wales. Leading a small and experienced team you will have overall responsibility to lead on the strategic development of the Science Park, deliver the current vision, aims and objectives, and work with Welsh Government, Local Authorities and Economic partners to attract research and investment.

Crucial to achieving your objectives is the requirement for a high level of commercial acumen and the ability to build strong, productive relationships with a diverse stakeholder group

The requirement is for a Managing Director who can bring a strong blend of strategic, operational and business skills. You will be aware of innovation activities in either a knowledge intensive industry or a research organisation; combined with experience of supporting projects and enterprises and an understanding of the business environment. You will have management skills, and a good understanding of, and focus on, building excellent customer service to support long term relationships with clients.

This is a prestigious and high profile appointment which offers the opportunity to take direct responsibility for a development which will bring real change to the region.

You will be educated to degree level. You will have strong communication and influencing skills and you must also be able to work independently and be committed to providing a high level of service.

The ability to speak through the medium of Welsh, or show a willingness to learn is essential for this post.

Please send all applications to the Company Secretary, Mr Carl Shipton: [c.shipton@bangor.ac.uk](mailto:c.shipton@bangor.ac.uk). Please enclose with your application:

- Full CV including educational and professional qualifications, a full employment history, showing the more significant positions, responsibilities held and details of staff and team managed.
- A covering note summarising your proven ability relative to the person and job specs.

For an informal discussion, please contact Professor Sian Hope on 01248 388556 or via email on [s.hope@bangor.ac.uk](mailto:s.hope@bangor.ac.uk).

Closing date for applications: Wednesday 31<sup>st</sup> January 2018.



### Job Description – Managing Director; Menai Science Park Ltd.

<b>Job Title</b>	Managing Director
<b>Responsible To</b>	The Menai Science Park Board of Directors
<b>Location</b>	The Management Centre, College Road Bangor in the first instance and then from the first dedicated Science Park in Wales; M-SParc.
<b>Hours of Work</b>	<b>Monday to Friday</b> minimum of 37.5 hours a week. Networking events, workshops and seminars, evening events and travel mean that the flexibility to work additional hours is essential
<b>Salary</b>	<b>Dependent on Experience</b>
<b>Term</b>	<b>Permanent</b>

#### Background and Introduction

This is an exciting and rare opportunity to take a lead role and play a crucial part in the development of the knowledge-based economy of North Wales. Not only will this post provide an opportunity to develop and support companies in this sector you will also be directly responsible for a development which will bring real change to the region. You will lead and further develop the first dedicated Science Park in Wales. You will be responsible for the success of a project and a business recognised by the Welsh Government and Bangor University as a key economic driver in the region. The candidate must be enthusiastic about the prospects and opportunities offered in this vibrant sector and will inspire and manage a small but growing team dedicated to the growth of our tenants. Given the strong ties with Bangor University and the Strategic and Economic Developments on the Island especially within the Low Carbon sectors there is a real prospect here to make a lasting impact in the region.

M-SParc (a wholly owned subsidiary of Bangor University) is developing the Science Park on Anglesey aimed at supporting knowledge led enterprises and projects to grow and succeed. Further details can be found on our website [www.m-sparc.com](http://www.m-sparc.com)

The candidate will take responsibility for managing the business, developing opportunities at a strategic level whilst also ensuring that the operational side of the business functions and surpasses expectations.

This project is part funded through European Regional Development Funds through the Welsh Government, and this role may be part or fully funded by ERDF funds.

## **Purpose of the Job**

### **Strategy and monitoring**

- To lead upon the strategic development of the Parc by working with the board and University, with partners from Welsh government, the NWEAB, Local Authorities, the Central Government and WEFO.
- To lead upon and support the development of further projects that will maximise the opportunities for the Park and its tenants including the development of Interreg, Growth Deal and further WEFO applications.
- Work with the Welsh Government, Local Authorities and Economic Partners to attract research and investment that is relevant to the Science Park.
- To ensure that the business has a focus on its commercial goals in line with the business plan
- To ensure that the business plan is developed and monitored, and that targets are achieved.
- To provide information for MSP Ltd Board meetings on issues ranging from current tenants, prospects for growth, strategic developments and general satisfaction levels with services provided by the Park;

### **Development and Vision**

- To deliver the current vision, aims and objectives established by the park. You will also from time to time challenge these strategic objectives and establish a direction of travel for the company into the future.
- To develop opportunities for the Park within the Low Carbon and Energy Network.
- To develop the concept for an Area of Innovation in association with the established stakeholder group.
- To support the development of the Marketing Strategy

### **Team and Operational**

- To lead a small core team dedicated to the growth of companies in the knowledge sector.
- To assist the core team in achieving the targets as set out in the business plan.
- To recruit where appropriate, and to actively lead, manage, develop and inspire the M-SParc Team.
- To be ultimately responsible for Health and Safety within the building and ensuring that appropriate processes are in place and adhered to during operation.
- To ensure general day-to-day operation of the Park works efficiently and is beneficial to the staff, tenants and visitors.

**Tenants**

- To ensure that the tenants and clients receive an exceptional level of service and support that will allow them to flourish, with a focus on customer service at all times.
- To attract appropriate organisations and foster relationships with tenants that will ultimately form knowledge clusters on the science park.
- To provide links to Bangor University and other research and business support organisations.

**Other**

- Adopting a positive approach to teamwork, always looking for opportunities to act as an Ambassador for M-SParc;
- Any other duties as requested by the Board of Directors to reflect the changing needs and demands of M-SParc as a business
- Understand that this is Wales' first dedicated Science Park, and ensure that the characteristics of the region are reflected in the building and the way we operate.



**Person Specification – Managing Director.**

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications &amp; Education</b>	<ul style="list-style-type: none"> <li>– Degree level education in an appropriate science or technology discipline.</li> </ul>	<ul style="list-style-type: none"> <li>– Marketing qualification or equivalent experience</li> <li>– An MBA or equivalent business experience</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>– Management of innovation activities in one or more knowledge intensive industry sectors, a university or commercial research organisation</li> <li>– Worked in, or with, a relevant commercial industry sector</li> <li>– Experience of business development management and success</li> <li>– Experience of successfully promoting or marketing a product or service</li> <li>– Experience of contract negotiation and management</li> </ul>	<ul style="list-style-type: none"> <li>– Worked with SMEs</li> <li>– Experience of working with, or in, the public sector/ Operated in either a cooperative or a social enterprise</li> <li>– Facilities and/or building management experience</li> <li>-Experience of working with financial institutions and Business Angel networks;</li> <li>-Experience of delivering mentoring services</li> <li>- Experience of working in a project funded by the European Union</li> </ul>

	<ul style="list-style-type: none"> <li>- Experience of monitoring progress against targets, and target achievement.</li> <li>– Experience of securing significant grant funding (from fund identification to application and contract management)</li> <li>- Have previous experience of supporting projects and enterprises and an understanding of the business environment;</li> <li>- Experience of managing and leading a team of staff</li> <li>-Knowledge of the Business Planning Process</li> <li>-Experience of working with budgets</li> </ul>	<ul style="list-style-type: none"> <li>- A focus on excellent customer service the ability to build long term relationships with clients, including having excellent communication skills;</li> <li>- Experience of or a good working knowledge of business support packages offered by the Welsh government. Agencies and Research Bodies;</li> <li>- An understanding of an environment where there is an interface between research and business</li> </ul>
<p><b>Skills &amp; Knowledge</b></p>	<ul style="list-style-type: none"> <li>– Strong communication and influencing skills (orally &amp; written)</li> <li>- Knowledge of the requirements Start-ups, SMEs and established companies would have</li> <li>-The ability to speak or willingness to learn the Welsh Language</li> <li>- An ability to work comfortably at multiple levels, including at Board level</li> <li>- Proven business and operational planning skills</li> <li>- Knowledge of the innovation support environment</li> </ul>	<ul style="list-style-type: none"> <li>– A proven ability to analyse and present opportunities and problems both quantitatively and in strategic terms</li> <li>- Knowledge of the region, including the opportunities and challenges available specifically to this region</li> <li>– Understanding of HE knowledge exchange process (including IP and commercialisation)</li> <li>-The ability to write through the medium of Welsh</li> </ul>

	<ul style="list-style-type: none"><li>- The ability to build and maintain positive working relationships</li><li>- Influencing and Networking skills</li><li>- An ability to stay calm under pressure and keep to deadlines</li><li>- Team working and leadership skills</li></ul>	
<b>Attributes</b>	<ul style="list-style-type: none"><li>- Ability to work on own initiative</li><li>- Innovative</li><li>- Results driven</li><li>- Able to form part of a team, allow staff to lead on their own skills</li><li>- A flexible approach to work and attention to detail</li><li>- Excellent time management and organisational skills</li></ul>	



## Further Particulars

The M-Sparc company is led by an active board at this stage in the development of the Science Park. It is anticipated that this will be the case for the first 10 years of operation as further phases in the park development are undertaken, securing a sustainable future for the Park.

The concept and development of the park was led by the University in 2012, with appointment of the first MD in 2013. Now, with the opening of the first buildings, we are entering the next phase in its evolution.

The skills and experience of the board members include:

- Setting up and working with Science Parks internationally
- University Spin Out Companies
- Start-up investment
- Setting up & operating incubation facilities
- Working with Governments at all levels
- Nuclear & Renewable Energy Sectors
- Working in Multinational Enterprises
- European Project set up and delivery

It is expected that there will be a 'handover' period with the current MD who will remain on the Board.