
Auburn University Job Description

Job Title: **Dir, Business Dev & Startups**

Job Family: No Family

Job Code: **HC78**

Grade 40: \$104,500 - \$174,200

FLSA status: Exempt

Job Summary

Maximizes the impact of AU's innovation assets via commercialization, while providing high levels of customer service, value-added business development, new venture creation, and a focus on driving quality transactions.

Essential Functions

1. Identifies technologies/opportunities for commercialization from within the university that may support new venture creation and engineer strategies to develop such opportunities.
2. Proactively and vigorously markets AU technologies and capabilities via new and existing networks of private sector relationships. Creates and fosters partnerships with an emphasis on building long-term research and economic development relationships of mutual value.
3. Directs and participates in the development of business plans, as well as the identification of necessary and prudent business resources; provides direction and oversight of the identification and assessment of qualified individuals to form management teams to lead startup businesses; directs management teams in investor presentation preparation.
4. Participates in identifying potential investment funds that are relevant to commercialization of university technologies and creating startup businesses.
5. Establishes, maintains, and grows relationships with Auburn University faculty and outside investors in order to facilitate collaboration with startup business management teams.
6. Actively participates in local and regional events/activities promoting innovation, entrepreneurship, and intellectual property awareness in the region.
7. Provides professional business advisory services to entrepreneurs seeking to commercialize university technology.

Supervisory Responsibility

May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	Four-year college degree	Business, Engineering, Physical or Life Sciences.
Experience (yrs.)	10	Experience in developing and/or implementing commercialization strategies; experience in private sector business startup/operation, sales or business development, and management practices. Experience should reflect progressively increasing levels of responsibility and accountability.

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

Indicated experience is required; no substitutions allowed.

Minimum Required Knowledge

Knowledge of entrepreneurial best practices and general business operations, marketing and commercialization strategies, sales and business development best practices, product development, and intellectual property (IP) protection procedures.

Certification or Licensure Requirements

None Required

Physical Requirements/ADA

No unusual physical requirements. Requires no heavy lifting, and nearly all work is performed in a comfortable indoor facility.

Externally imposed deadlines; set and revised beyond one's control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar interactions involving emotional issues or stress on a regular basis.

Job frequently requires sitting, talking, hearing,

Job occasionally requires standing, walking, reaching, handling objects with hands, and lifting up to 10 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 12/12/2017
