



<b>Job Title:</b>	Technology and Commercialization Specialist	<b>Job Code:</b> <i>(For HR use Only)</i>	
<b>Reports To:</b>	Russell Kruzelock	<b>Date:</b>	01/31/2025
<b>Department:</b>	Center for Entrepreneurship and Technology Development (CETD)	<b>FLSA:</b> <i>(For HR use Only)</i>	
<b>Incumbent Name:</b>	New Position		
<b>Job Summary:</b>	<p>This key role focuses on identifying, nurturing, and managing partnerships across community, corporate, investor, government, academic, and nonprofit sectors. The ideal candidate is responsible for advancing a portfolio of university technologies into the commercial marketplace through the facilitation of licensing agreements or assisting in the formation of start-up companies to advance the technology to market. The successful candidate will collaborate closely with university faculty to drive intellectual property (IP) development and technology commercialization. Acting as a liaison between university research and external stakeholders, this individual will harness University innovations to generate impact, secure funding, and create commercialization opportunities. The ideal candidate will possess expertise in technology sales, marketing and business development. This position will support a wide range of activities to contribute to the overall success of The University of Texas at Arlington’s Center for Entrepreneurship and Technology Development.</p>		
<b>Job Description</b>			
<b>ESSENTIAL DUTIES AND RESPONSIBILITIES:</b>		<b>PERCENT OF TIME:</b>	
<p>1. The Senior Innovation Manager maintains an active portfolio of industry contacts and establishes a business development strategy. This role actively seeks out and identifies potential partners, including corporations, start-ups, investors, academic institutions, nonprofits, and community stakeholders, that align with the University’s research strengths. Build and nurture relationships with government funding agencies, private foundations, and venture capitalists to diversify and expand the University’s funding sources for research and development. Successfully negotiates and executes licenses with industry partners, or through the creation of spin-off companies. Prepare regular sales funnel reports on partnership activities, funding secured, and IP licensing revenue. Monitor program metrics, tracking partnership activities, engagement outcomes, and revenue from IP and technology commercialization.</p>		40%	

<p>2. The Senior Innovation Manager independently manages a portfolio of existing disclosures to determine the opportunity as it relates to those disclosures. Provide guidance to faculty on commercialization strategies. Works with PIs and uses online data bases to identify prior art and competing patents. Additionally this role works with existing licensed IP to monitor stages from ideation to revenue. Ensures compliance of licensee with terms and conditions of established agreements. Negotiates amendments as necessary. Manage contract documentation in CETD's database(s); track, analyze, and utilize data and metrics to ensure stakeholder satisfaction and continual process improvement. Proactively identifies potential problems with inventors, sponsors, licensees and or potential licensees. Works to proactively develop solutions. Identifies scenarios with licensees that require legal action and works to develop solutions including termination, arbitration or litigation. When possible negotiates settlement, or participates when necessary in arbitration or litigation.</p>	<p>20%</p>
<p>3. Senior Innovation Manager maintains and manages relationships campus wide with Principal Investigators. This position collaborates with Principal Investigators (PI's) to gain a deep understanding of their research interests and identify opportunities for external collaborations, funding, and determines commercial opportunities. Develops relationships with PIs pre-disclosure leading to the most efficient commercial pathway. Serves as the primary liaison for external stakeholders, and PIs alike. Coordinates and leads meetings with PI's and other stakeholders relating to their IP portfolio. Works with PIs to describe the process of innovation management along the commercialization pathway. Articulates UTA policies and practices, procurement, and vendor contracts as they pertain to agreements and operations to PIs and external stakeholders alike. Develop tools, resources, and support systems to help PI's navigate industry and external partnerships effectively. Facilitate research and development initiatives with PI's that align with the University's strategic goals and meet the interests of external partners.</p>	<p>20%</p>
<p>4. Supports strategic priorities including grants, sponsored research agreements and corporate engagement. Maintains relationships on campus with the Development Office, the Office of Sponsored Projects, and department specific corporate engagement efforts. Determines IP strategies to support commercial applications determining pathways for start-ups or licensing opportunities based on the strategic priorities established by on campus partners.</p>	<p>10%</p>



<p>Develops patenting strategy securing IP protection through patents, copyrights, or trademarks. Independently implements patent and licensing strategies by engaging potential licensees for licenses for the selected new inventions. Independently manages ongoing patent prosecution by outside patent counsel to assure patent strategy is followed, expenses are controlled, and patent, copyright, trademark, and other intellectual property rights are properly protected.</p>	
<p>5. Organize and participate in technology transfer events, conferences, and workshops. Collaborate with the University's Center for Entrepreneurship and Technology Development to advance commercialization efforts through programming such as the Texas Venture Connect and I-Corps. Track and analyze key performance indicators (KPIs) related to partnership development and technology commercialization. Provide regular updates to University leadership, highlighting key successes, challenges, and progress toward strategic goals. Develop and manage budgets for partnership initiatives and commercialization efforts.</p>	<p>10%</p>
<p><b>TOTAL</b></p>	<p><b>100%</b></p>
<p><b><u>MINIMUM QUALIFICATIONS:</u></b> Bachelor's degree in business, science, engineering, or a related field is required. Minimum of 7 years of experience in sales and marketing, research partnerships, or business development, with a focus on innovation, commercialization, and partnership cultivation. Experience in a medical, technology, academic or research-intensive environment is strongly preferred.</p>	
<p><b><u>PREFERRED QUALIFICATIONS:</u></b> Work experience in an industrial field specific to the assigned area (Pharma, Biomedical/Biotechnology, or Diagnostics) is strongly preferred. Master's degree/JD.</p> <p><b><u>KNOWLEDGE, SKILLS, AND ABILITIES:</u></b> An ideal candidate is a problem solver with the ability to formulate and implement procedures regarding processes required to successfully achieve university innovation management objectives. Must act independently in performing essential functions. Demonstrated success in developing and managing partnerships across industry, government, nonprofit, and/or academic sectors. Strong understanding of innovation management, technology transfer, and commercialization processes. Exceptional relationship-building and networking skills, with a track record of successful stakeholder engagement. Excellent verbal and written communication skills with strong attention to</p>	



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detail., including the ability to convey complex information to a broad range of audiences. Proven project management abilities, with a keen focus on results, timelines, and budget adherence. Adaptive thinking and a strong, critical mindset.

**WORKING CONDITIONS:** The Senior Licensing Associate/Innovation Manager position is based in an office environment at the University of Texas at Arlington, with occasional travel required for meetings, conferences, and visits to external partners. The role generally follows standard full-time working hours, though flexibility is needed as evenings or weekends may be necessary to accommodate events, meetings, or project deadlines. The position may involve extended periods of sitting and computer work, as well as occasional light physical activity during travel or event participation. Strong collaboration skills are essential, as the role requires frequent interaction with faculty, industry professionals, and external stakeholders. Proficiency in using office software, databases, and communication platforms is required to effectively manage contracts, track progress, and report on partnership activities. The ability to manage multiple tasks and projects simultaneously, while meeting deadlines and achieving results, is also expected.

**OTHER REQUIREMENTS:** The Senior Licensing Associate/Innovation Manager must possess strong analytical skills to evaluate complex data, identify trends, and make informed decisions that drive successful commercialization strategies. The role requires handling sensitive information with discretion, maintaining confidentiality regarding intellectual property, contracts, and research data. The candidate must be adaptable, able to respond to changing priorities and a dynamic work environment while addressing emerging opportunities and challenges in the commercialization process. Strong collaboration skills are necessary, as the position demands effective teamwork as well as the ability to work independently to meet objectives. Additionally, a willingness to continually learn and stay updated on industry trends, best practices, and legal requirements related to innovation management or technology transfer, licensing, and intellectual property management is crucial to success in this role.

**Employee Signature:**

<b>Employee Signature:</b>			
<b>Supervisor Signature:</b>		<b>Date:</b>	