AUBURN
Human Resources

Dir, Business Dev & Startups

Job Description

JOB INFORMATION

Job Code	HC78
Job Description Title	Dir, Business Dev & Startups
Pay Grade	RE13
Range Minimum	$99,570
33rd %	$129,440
Range Midpoint	$144,380
67th %	$159,310
Range Maximum	$189,180
Exemption Status	Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	12/1/2022

JOB FAMILY AND FUNCTION

Job Family:	Research
Job Function:	Technology Commercialization & Economic Development

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.

RESPONSIBILITIES

- Identifies technologies/opportunities for commercialization from within the university that may support new venture creation and engineer strategies to develop such opportunities.
- 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.
- 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.
- Participates in identifying potential investment funds that are relevant to commercialization of university technologies and creating startup businesses.
- Establishes, maintains, and grows relationships with Auburn University faculty and outside investors in order to facilitate collaboration with startup business management teams.
- Actively participates in local and regional events/activities promoting innovation, entrepreneurship, and intellectual property awareness in the region.
- Provides professional business advisory services to entrepreneurs seeking to commercialize university technology.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

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

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	Business, Engineering, Physical or Life Sciences.	and	10 years of	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.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

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.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
None Required.				

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing			X			
Walking			X			
Sitting					X	
Lifting	X					
Climbing		X				
Stooping/ Kneeling/ Crouching		X				
Reaching			X			
Talking					X	
Hearing					X	
Repetitive Motions			X			
Eye/Hand/Foot Coordination			X			

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold		X			
Extreme heat		X			
Humidity		X			
Wet		X			
Noise		X			
Hazards		X			
Temperature Change		X			
Atmospheric Conditions		X			
Vibration		X			

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