



Since 1878, Western University has been committed to serving our communities through the pursuit of academic excellence and by providing students, faculty, and community members with life-long opportunities for intellectual, social, and cultural growth. We seek excellent students, faculty, and staff to join us in what has become known as the "Western Experience" - an opportunity to contribute to a better world through the development of new knowledge, new abilities, new connections, and new ways to make a difference.

Western Engineering's Research Office contributes to the identification, development and realization of the strategic research priorities of the Faculty, sets the Faculty research policy and strategic direction, and provides a leadership role in setting academic direction. The Research Office provides regular updates on research successes at quarterly Faculty Council meetings and compiles statistical information and other data that will facilitate the promotion of research at Western Engineering.

The **Research Officer (Industrial Relationships)** will be responsible for enhancing the overall interdisciplinary research success and productivity within the Faculty of Engineering in collaboration with the Associate Dean, Research. The incumbent will directly assist with increasing research funding through identifying opportunities for interdisciplinary research collaborations between faculty members, with other departments and with industry partners, and in communicating relevant information to faculty, reviewing, editing and assisting with preparing grant applications and research proposals. The incumbent will ensure that each grant and proposal conforms to the policies, procedures and criteria of Western as well as the funding agencies.

The Research Officer (Industrial Relationships) will identify and establish new, and maintain existing, relationships with key industry partners in order to market and promote Western Engineering's research, ensuring connections are established with relevant faculty members and research collaborations are emerging. The incumbent will also foster collaboration among researchers within Western, its local affiliates, and other national and international peer institutions. In collaboration with various leaders, the Research Officer will design mentorship programming and implement strategies to support researchers in growing their research groups, making industry connections and the acquisition of grant funding, providing related expertise to faculty regarding internal and external grant processes.

Qualifications

Education:

- Undergraduate degree
- Undergraduate or Master's degree in an engineering or science related discipline preferred

Experience:

- 5 years of experience in the following:
 - Working in an academic research environment with faculty, researchers and industry partners
 - Preparing and writing research grants and proposals
 - Identifying, developing and maintaining relationships and partnerships with industry
 - Working as part of a research team, preferably conducting research in an engineering or science related discipline

- Experience working in a science-related faculty (Engineering, Science, Medicine, etc.) with exposure to grant-funded multi-disciplinary research projects preferred

Knowledge, Skills & Abilities:

- Knowledge of relevant industry/external partners with an ability to match their needs with the research areas of faculty from various programs
- In-depth knowledge of the best practices for reviewing and writing grant proposals and of Canadian peer-review granting systems, processes and procedures
- Familiarity with intellectual property management, including copyrights and patents
- Familiarity with financial statements with the ability to ensure expenditures and resources are within allotments, and to make appropriate modifications when required
- Ability to research new avenues of funding from federal granting agencies, industry and other funding sources
- Ability to source leads, cold call and use other methods to connect with industry/external partners
- Ability to assess clients' needs, suggest options, overcome objections, and move forward with partnerships
- Project management skills to manage multiple projects simultaneously from conception to completion within tightly prescribed timelines
- Ability to collaborate across internal and external boundaries to meet common objectives, improve outcomes and support work beyond one's own unit
- Attention to detail and proofreading abilities with an excellent command of the English language
- Oral and written communication skills with an emphasis on proposal development and with an ability to complete detailed analytics and reports, translate information into easily understood terms, summarize information and provide a rationale for action
- Ability to understand researchers needs and expectations and provide excellent customer service to directly and indirectly satisfy expectations
- A desire to grow and advance skills, which is demonstrated by attending conferences, workshops and other professional developmental opportunities to enhance performance
- Professional manner, tact, diplomacy and discretion in dealing with associates and colleagues including senior management
- Ability to work within a flexible schedule to accommodate the Faculty and University's events and activities
- Ambitious with the ability to identify opportunities, develop action plans and set challenging goals in order to achieve desired outcomes
- Advanced computer skills in Microsoft Office Suite (Word, Excel, PowerPoint) to complete spreadsheet design and database management and to develop grants, reports and presentations
- Ability to understand, interpret and effectively communicate University guidelines, policies and practices to key stakeholders
- Ability to evaluate issues, recognize potential problems and take action to proactively resolve issues
- Ability to work independently and effectively as a member of the team to achieve department goals
- Familiarity with Western Policies and Procedures relating to research preferred

Interested applicants are asked to visit: <https://recruit.uwo.ca> to apply online to job reference #15686, by midnight on June 14th, 2019.

The University invites applications from all qualified individuals. Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Aboriginal persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression.

Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact Human Resources at hrhelp@uwo.ca or phone 519-661-2194.