

M&P OCCUPATIONAL GUIDELINE

JOB FAMILY: INDUSTRY LIAISON Level B, Pay Grade 7

LEVEL DEFINITION	This level covers positions responsible for the management and administration of research agreements.
TYPICAL RESPONSIBILITIES	May include: managing and administering all agreements relating to the transfer of research materials to or from the University and/or its affiliated teaching hospitals; promoting and managing industry sponsored research arrangements; negotiating, approving and managing research agreements; managing the filing and prosecution of the Patent portfolio and Trademark Licensing Program; and advising and counseling researchers on contract proposals and negotiations.
DECISION MAKING /LEVEL OF ACCOUNTABILITY	Makes decisions regarding the negotiation and management of research agreements.
SUPERVISION RECEIVED	Works with considerable latitude. Work is reviewed in terms of achievement of defined goals and objectives.
SUPERVISION EXERCISED	May be required to manage junior professionals.
MINIMUM QUALIFICATIONS	Undergraduate degree. Minimum of four years of related experience in intellectual property matters and the execution of contractual agreements.

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