Assistant Director of Technology Management

**Definition of Class**
This is a professional position in which the incumbent assists in the overall functions of developing and maintaining relationships with corporate partners for the development and commercialization of University technology and intellectual property. The incumbent participates in licensing existing technologies and contract negotiations. The incumbent reports to the Director of Technology Transfer.

**Examples of Work Performed**
Supervises the licensing of existing technologies by determining the market value and practical uses in industry which is dependent on several market conditions and factors, including cost of development, time to market, and future market value and trends.

Determines the ability to patent the research/technology.

Develops and implements a marketing and business development strategy.

Learns about the science that the technology is based on.

Negotiates all aspects of contracts and identifies what form a contract will take, i.e., license agreements, confidential disclosure agreements, development agreements, etc.

Identifies necessary clauses, definitions, terms and conditions for the agreement between parties.

Determines how to negotiate points and weigh the relative value of different aspects of terms and conditions.

Identifies companies with strategic market concerns that are parallel to the University’s research and development capabilities.

Establishes a formal research and development relationship between qualified companies and the University.

Determines the type of alliance to enter into, i.e., product development, research project, market development, or long-term research.

Performs similar or related duties as assigned or required.

**Essential Functions**
These essential functions include, but are not limited to, the following. Additional essential functions may be identified and included by the hiring Department.

1. Licenses existing technologies after determining their market value.

2. Negotiates all aspects of license agreements and contracts.
3. Develops strategic alliances with industry.

**Minimum Qualifications**

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to The University of Mississippi's Department of Human Resources in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

**Physical Requirements:** These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

- **Physical Exertion:** The incumbent may be required to lift up to approximately 10 pounds.

- **Vision:** Requirements of this job include close vision.

- **Speaking/Hearing:** Ability to give and receive information through speaking and listening.

- **Motor Coordination:** While performing the duties of this job, the incumbent is frequently required to sit. The incumbent is periodically required to talk and hear. The incumbent is occasionally required to stand, walk, and reach with hands and arms.

**Experience/Educational Requirements:**

- **Education:** Master’s degree from an accredited college or university in a business or technical field.

- **Experience:** Four (4) year of experience related to the above described duties.

- **Substitution Statement:** Related experience may be substituted for education, on a basis set forth and approved by the Department of Human Resources.

**Interview Requirements**

Any candidate who is called for an interview must notify the Department of Human Resources in writing of any reasonable accommodation needed prior to the date of the interview.

Rev: 04/28/2015

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The University complies with all applicable laws regarding equal opportunity and affirmative action and does not unlawfully discriminate against any employee or applicant for employment based upon race, color, gender, sex, sexual orientation, gender identity or expression, religion, national origin, age, disability, veteran status, or genetic information. The University of Mississippi is an “at will” employer. This job description does not constitute an employment contract or negate “at will” employment.