



Royal College of Art

Postgraduate Art & Design

JOB DESCRIPTION

Post:	Intellectual Property Manager
Department:	InnovationRCA
Grade:	8
FTE:	1
Responsible to:	Director InnovationRCA

Background:

The Royal College of Art is the UK's only entirely postgraduate art and design university. The Royal Charter specifies that the College's purpose is "to advance learning, knowledge and professional competence particularly in the field of the fine arts... through teaching, research and collaboration with industry and commerce". Fifty years on, the College remains in the vanguard of creative enquiry, with around 2,000 students from 65 countries registered for MA, MRes, MPhil and PhD degrees. Applications are strong, and the College's strategy sets out an ambitious plan both to increase student places to 3,000 by 2020 and to launch new programmes underpinned by its world-class research. Recent examples include the MA in Contemporary Art Practice, launched in 2016, to offer a truly global dialogue about the practice and study of contemporary art, alongside the College's established fine art programmes in painting, sculpture, photography and print, and the haptic crafts of making in ceramic, glass, and metal.

The College is located on three sites in central London, in Kensington, Battersea and White City. In 2016 the Chancellor of the Exchequer announced an unprecedented £54 million grant to support a major expansion at Battersea to create a flagship innovation campus, housing new research centres, knowledge exchange labs and additional space for the College's highly successful business incubator, InnovationRCA. Subject to planning consent, work on the new building is due to start in early 2018 and complete in late 2020.

As well as welcoming students from around the world, the College's global dimension is enhanced through extensive links with business and industry and its partnerships with leading art and design, cultural and educational institutions; including, among many others, its neighbours in Kensington (Imperial College London, the Victoria & Albert Museum, the Royal College of Music and the Natural History Museum).

The College has 400 full- and part-time staff, including internationally renowned artists, designers and practitioners. These staff, together with customised forms of teaching and learning, dedicated technical facilities and research centres, all contribute to create an exceptional creative and intellectual environment and a remarkable record of graduate employment. Numerous eminent graduates have created far-reaching impact and influence, and the College boasts such noteworthy alumni as Sir James Dyson,



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Thomas Heatherwick, David Hockney, Tracey Emin, Christopher Bailey, Julien McDonald, Alison Jackson, Idris Khan, David Adjaye, Suzie Templeton and Sir Ridley Scott.

InnovationRCA, is the RCA's start-up incubation and intellectual property commercialisation centre. According to a 2015 Higher Education Funding Council for England report, the RCA has created more university financed spin-outs with university ownership than any other university in the UK. To date InnovationRCA has helped 82 graduates found 56 companies and these commercially successful companies have created more than 650 UK-based jobs, over £87m sales and exports and are valued in excess of £205m.

Purpose of the post:

The role of the Intellectual Property Manager is to act as the College's main authority on intellectual property (IP) issues in order to maximise the returns to the College and its students on IP generated at the College. The IP Manager will deliver IP training to teaching and research staff and to students; identify and assess the IP arising from technology, designs and processes created at the RCA; lead on the protection of IP; advise and support students and staff in relation to IP ownership and exploitation in agreements with third parties to protect the RCA's ownership rights; act as the first point of contact to resolve IP disputes, build a network of business support for IP development activities externally and a culture of IP awareness internally.

This role requires a strong understanding and experience of legal agreements.

Given the prolifically inventive culture of the College and the significant number of patentable inventions made each year, the role requires significant student engagement and an ability to make complex patent matters comprehensible to students and would suit a candidate with strong interpersonal skills.

Main duties and responsibilities:

- To lead the College's IP Programmes raising awareness to staff and students of IP Rights and of the support available at InnovationRCA.
- To lead on the identification of new exploitable IP arising from graduate/staff/student projects, carry out due diligence and lead selection of projects for investment.
- To ensure that IP is adequately protected by patents, design registrations and trademarks as appropriate and that such protection is kept updated as appropriate. To be the point of contact for confidentiality agreements to prevent damaging IP disclosures.
- To instruct IP attorneys and agents in relation to the drafting of patent and design right applications and to develop and maintain systems for managing the RCA's IP portfolio.
- To manage the College's IP budget effectively.



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- To create and deliver tailored training courses for researchers, staff, students and start-ups covering all aspects of IP (IP Rights, IP collaboration, IP Commercialisation).
- To prepare and negotiate profit share and commercial licensing agreements to secure the most favourable terms for the College and to manage these and IP assignment contracts.
- To monitor licencees to ensure compliance with agreement terms and timely royalty reporting. To direct the allocation of royalties in accordance with profit share terms.
- To lead and manage InnovationRCA IP fellowships including managing relationships with funders and line-management of the fellows. This includes monitoring outcomes and preparing reports on statistics to funders.
- To manage and deliver InnovationRCA 'Drop In' clinics covering IP and Enterprise.
- Act as first point of contact in cases of suspected IP infringement or IP disputes and advise on next steps to diffuse and manage to successful outcomes.
- To play a direct and proactive role in InnovationRCA, especially its IP development and student facing activities, and to support other team members.
- Any other duties as reasonably required by the Director InnovationRCA.
- Deputise for the Director InnovationRCA with VIP visitors and at external events as necessary

Person Specification:

Essential

- Educated to degree level in a science, law or business subject
- An excellent knowledge of the legal protection framework for intellectual property rights - including patents, design rights, trademarks, moral rights in particular as they apply to the arts
- A strong understanding of international IP protection and exploitation processes
- Proven track record of negotiating and executing licences and other commercial agreements
- Experience of developing and delivering training to large and small groups
- Experience of conducting business outreach activities and strong market research experience
- Experience of working with student and academic staff inventors
- Ability to act as arbiter and authority on intellectual property and an understanding of intellectual property issues within Higher Education
- A clear understanding and experience of Intellectual Property Freedom to Operate searches including experience of working with databases such as



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espacenet and OHIM

- Demonstrated strong project management and organisation skills
- Excellent communication skills, both written and oral
- Demonstrated ability to manage complexity and often conflicting priorities
- Ability to work effectively in a team and possess strong people skills
- Experience of line managing people is desirable
- A good working knowledge of Microsoft Office programmes, including Excel, Word and Powerpoint

Additional Information:

- Salary working 35 hours per week: £41,044 - £44,620 per annum inclusive of London Allowance
- Normal hours will total 35 hours per week over five days, with an hour each day for lunch.
- 25 days annual leave plus extended breaks at Christmas and Easter
- A contributory defined benefit pension scheme and interest free season ticket loan are available.

JULY 2019

PAY & BENEFITS

Pension

The Royal College of Art is a member of the Superannuation Arrangements of the University of London (SAUL) which is a contributory defined benefit pension scheme. The college will contribute a sum equal to 16% of your salary while you pay 6%.

Holiday

5 weeks' (25 days) paid leave a year plus bank and public holidays normally observed in England and Wales. In addition, the college is normally closed for six days a year, one day either side of Easter and the remainder between Christmas and New Year. Part-time staff will be entitled to the pro rata equivalent.

Season ticket loans

Interest-free loans are available for staff to purchase annual season tickets.

Enhanced maternity and adoption pay

Qualifying employees are entitled to enhanced maternity/adoption pay: 26 weeks' full pay, 13 weeks Statutory Maternity/Adoption Pay. This compares to the statutory provision of 90% of



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average pay for 6 weeks followed by Statutory Maternity/Adoption Pay for 33 weeks.

Enhanced paternity pay

Qualifying employees are entitled to two weeks' paternity leave entitlement at full pay. This compares to the statutory provision of two weeks' pay at the statutory rate.

Enhanced sick pay

Occupational sick pay after six months' service is three months' full pay/three months' half pay.

24/7 confidential support

Staff and family members in their household have access to a free, external confidential support service for work, financial, legal, family and personal problems 24 hours a day, 365 days a year.

Occupational health

Occupational Health support for the College is provided by Imperial College's occupational health service at their South Kensington Campus.

Cycle to Work Scheme

The Royal College of Art has signed up to the Cycle to Work Scheme – part of the government's Green Transport Initiative – which allows employees to make significant savings on purchasing new bikes and safety equipment.

Life Cover

Active members of the SAUL pension scheme automatically receive life cover. A lump sum of four times your salary together with a refund of your contributions and a 2/3 pension for your dependent/spouse is payable should you die whilst in employment.

Library

All staff are welcome to join the college library.

Events

All staff are welcome to attend exhibitions, lectures and private views held by academic schools and programmes.