

JOB DESCRIPTION

Job Title: Health & Live Science Champion	
Business Unit:	Sectors and Investment
Salary	£40,000-£50,000 pro rata
Term	Full time 1 year fixed term

Job Purpose: To stimulate growth in the Health & Life Science sector in the City Region by supporting locally based business to grow and helping to attract new businesses to the region.

The Health & Life Sciences Champion will have three distinct roles:

- To facilitate and coordinate cluster networks including the LCR Health & Life Science Board and provide strategic business insight to the Combined Authority, LEP and other partners from the cluster
- To engage and support indigenous businesses and other organisations in the cluster, understanding their requirements and helping them to grow, working with the Innovation Agency, NHS, STFC, Universities and the Local Growth Hub and its delivery partners
- To help generate inward investment leads and account manage enquiries in the Health & Life Science cluster working with the City Region Investment Service

A key additional role will be to work with business to understand their skills requirements, communicate these to the Combined Authority and create links with training providers, universities, employment agencies and other bodies to help them fulfil these requirements.

Growth Platform - Liverpool City Region Growth Company and the Innovation Agency, is seeking an enthusiastic, professional business facing individual to engage and support businesses, NHS and other organisations in the City Region's Health & Life Science clusters to help deliver inclusive growth in the City Region economy.

Health & Life Sciences is a strategic priority for both the LEP and the Liverpool City Region Combined Authority (LCRCA) and the City Region has a range of important strategic assets that help comprise a significant and effective cluster with considerable capacity for growth. These assets include a global capability in infectious disease and Europe's leading bio-manufacturing cluster.

This role will be delivered through Growth Platform which has been established by the LEP and the Combined Authority LCRCA to deliver the City Region's business growth and investment priorities, working in partnership with business, our Local Authorities, Universities, Colleges and Third sector partners.

Growth Platform – Liverpool City Region Growth Company activity includes:

- a coordinated investment service into the City Region to promote the City Region's assets and capabilities, to manage and deliver international trade and investment campaigns in partnership with business, education and Local Authorities;
- a raft of sector initiatives to support, strengthen and promote city region key sector specialisms and expertise and further grow our visitor economy;
- an enhanced Local Growth Hub service for local businesses to get the support they need to start, survive and scale up;
- programmes with schools, colleges and universities to improve the transition between education and employment in the City Region to retain and enhance our talent base;
- innovation and digitisation support for business to increase productivity and growth through effective adoption of digital technology and innovation.

Main Duties and Responsibilities:

The Health & Life Science Champion's responsibilities will include but are not limited to:

- Proactively engage with businesses in the health & life science sectors and their supply chains to understand their needs and opportunities
- Work with the Enterprise and Growth Team at the Innovation Agency to support growth of LCR businesses and deliver required outputs for EU funded projects where LCR LEP is a delivery partner
- Work with Innovation Agency international team to provide high quality individualised support to start ups and SMEs from across the world considering setting up a UK base
- Work with Innovation Agency international team to build up an extensive and effective network of contacts that offer support that will facilitate the growth of international companies investing in the region
- Engage with the Health Tec Cluster led by STFC in partnership with the Innovation Agency and support development of the Cluster
- Support businesses to collaborate with University and NHS partners to strengthen their R, D & I pipelines
- Engage businesses with relevant cross-sectoral initiatives and support to drive growth
- Co-ordinate the Health & Life Science Board to ensure appropriate membership and participation of members to inform and deliver the LCR Plan for Prosperity
- Communicate insight from this Board to the Combined Authority, LEP, Growth Platform and others to inform policy, strategy and implementation including aligning with local, regional, national and international initiatives
- Co-ordinate activities with other LEPLCR Boards to support associated growth in Advanced Manufacturing, Innovation, Digital & Creative and Professional and Business Services
- Work with Local Growth Hub colleagues and partners to provide cluster specific support and account management where appropriate to businesses to ensure they get the support they need to realise their potential for growth

- Work with the Liverpool City Region Investment Service and with the Boards to identify target markets and propositions to attract new investment in these clusters
- Help to account manage inward investing businesses in this cluster within the Investment Service protocols
- Support the development of peer networks in this cluster to facilitate peer learning and development
- Articulate the skills needs of businesses in the cluster to the Combined Authority Employment and Skills Team
- Help these businesses access appropriate skills development support through the Combined Authority and directly from providers
- Encourage business to engage with the City Region enterprise advisor network, LCR Careers Hub and combined authority skills and employment teams to improve training providers access to local industry
- Organise and promote events and workshops relevant to the sector
- Gather intelligence and data relating to sector businesses to inform future activities and liaise with other agencies to achieve positive outcomes
- Ensure all business connections are recorded on the City Region's CRM system compliant with general data protection regulation

General responsibilities

- Promote the work of the Liverpool City Region Local Enterprise Partnership, Liverpool City Region Combined Authority and Growth Platform
- Ensure the activities supports corporate plans and mitigates strategic risks
- Participate in all training and development as directed and use learning opportunities to improve personal skills and service delivery
- Ensure the LEP's and Growth Platform's commitment to equal opportunities, diversity and inclusion is demonstrated, promoting non-discriminatory practices in all aspects of work
- Work to comply with all statutory requirements, standing orders and financial regulations; health and safety legislation, codes of practice and other organisational working practices

Person Specification:

Relevant Experience

- The applicant will have experience of working closely with business in roles linked to economic development, business support, account management, trade and investment, research and development or similar
- The applicant will be able to demonstrate an understanding of the needs of businesses in these clusters and factors that enable them to thrive*
- The applicant will be able to demonstrate an interest in and understanding of the Health & Life Science Cluster*
- Experience interacting with public sector organisations is highly desirable

Skills and Abilities

- Account Management and Relationship skills, with a demonstrable passion to deliver excellent service and support to clients *
- Project management capabilities* ideally with a relevant qualification or substantial examples of real world practice to be discussed at interview
- Stakeholder management*, networking with senior executives
- Event organising, public speaking, workshops
- Familiarity with marketing and promotion
- Customer Relationship Management systems and reporting
- Experience of working successfully to tight and demanding timescales*

* Essential attributes for the role

Qualifications

- Degree or equivalent qualification with specific relevance to the role would be desirable but is not essential as practical experience and knowledge is most important
- Evidence of and commitment to continuous personal and professional development

Attributes

- Drive, enthusiasm and commitment and willingness to work flexibly to meet the needs of the organisation and clients
- Positive, flexible and responsive, with a dynamic and creative approach to problem solving
- Highly developed written and oral presentation skills with ability to present complex ideas in a clear and comprehensible way
- Ability to analyse and interpret information and to use judgement
- Evidence of quality, time management and organisational skills
- A commitment to providing a high-quality customer service
- Commitment to and understanding of equal opportunities
- Dedicated to making a difference at work, supporting the vision and aims of the Liverpool City Region LEP and Growth Platform

Other information

- The post-holder will work primarily from a base in Liverpool City Centre with regular travel to other parts of the Liverpool City Region
- This post is equivalent to a full-time position 37.5 hours a week. Flexible working arrangements could be considered for the right candidate at interview
- There will be a requirement to travel outside of the Liverpool City Region from time to time.

Post reports to: Head of Sectors