

Research & Collaboration Officer

Innovation Gateway (IG) is an exciting, agile organisation on a mission to help commercial organisations turn their net zero strategies into action. We work with clients to identify their specific challenges and then source relevant, validated innovative solutions. This also includes researching solutions and brokering collaborative partnerships with innovators or other organisations facing similar challenges.

We are now looking for a Research & Collaboration Officer to join our growing team. This role will work across many different functions, supporting research, collaboration (action groups), strategic partnerships, client relationships and ultimately the business objectives and client success measures.

You will seek to understand the operational challenges that IG's clients are facing as part of their sustainability journey. You will be responsible for supporting clients by finding solutions to meet their needs through a variety of methods including networking, desktop research, and interviews with solution providers. The role will require a diverse range of skills and you will be supported to develop this over time.

To learn more about what we do: www.innovationgateway.com

DETAILS OF THE ROLE

Location	Oxford, UK or remote, preferably UK.
Tenure	Full time / permanent
Reporting to	Operations Director
Closing date	22nd June 2023

OBJECTIVES OF THIS ROLE

- Support key operational relationships with clients, industry experts, strategic collaborators and innovators to identify, understand and define leading solutions facing Innovation Gateway's clients
- Contribute to the growth of a leading innovator network
- Ensure that key impact metrics are established with clients and innovators to enable the ongoing performance and management of programmes

RESPONSIBILITIES

- Conduct research and innovation sourcing activities in line with research briefs set by our clients, using a variety of methods including networking, desktop research, and interviews with solution providers.
- Create and compile documentation to support the delivery of innovation process, such as research briefs that clearly summarise the scope of an opportunity and final outputs, including key metrics that will be collected.
- Hold discussions with clients, innovators, and industry experts, build relationships and be able to confidently discuss a wide range of subject areas.

- Support research and other activities for IG's industry 'Action Groups'.
- Support the development of an Innovation Engagement Strategy to make Innovation Gateway 'the place to be' for innovators.
- Maintain key relationships with Innovators, understanding their solutions, supporting them to prepare for working with clients and regularly updating the database to ensure key information is readily available to clients.
- Contribute to the production and maintenance of Innovator Profiles and Pilot Reports on behalf of innovators and clients. Data collection from pilots
- Facilitate collaboration and knowledge exchange via IG's 'iHub', a closed-access online platform for our Partners and Action Group members. You will be responsible for managing, updating, and promoting the site.
- Support the wider team to enable and facilitate collaboration and knowledge exchange across Innovation Gateway's network.
- Broaden your network, industry knowledge and identify innovation opportunities by attending webinars, conferences, and industry events.
- Contribute to Thought Leaderships, blogs and weekly insights.

TO HEAR MORE ABOUT THE ROLE

- Please contact Cressie Strachan (IG Operations Director) at cressida.strachan@innovationgateway.com to learn more.