



Applications are invited from suitably qualified candidates for the following position

**Intellectual Property and Contracts Manager  
Professional 7  
ADAPT Centre  
Fixed term Three Year contract**

**Dublin City University**

Dublin City University (DCU) is a young, ambitious and vibrant university, with a mission 'to transform lives and societies through education, research, innovation and engagement'. Known as Ireland's 'University of Enterprise', DCU is a values-based institution, committed to the delivery of impact for the public good. DCU was named Sunday Times Irish University of the Year 2021.

DCU is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. More than 18,000 students are enrolled across five faculties – Science and Health, DCU Business School, Computing and Engineering, Humanities and Social Sciences and DCU Institute of Education.

DCU is committed to excellence across all its activities. This is demonstrated by its world-class research initiatives, its cutting-edge approach to teaching and learning, its focus on delivering a transformative student experience, and its positive social and economic impact. The university continues to develop innovative programmes in collaboration with industry, such as the DCU Futures suite of degrees, which are designed to equip graduates with the skills and knowledge required in a rapidly evolving economy.

DCU's pursuit of excellence has led to its current ranking among the top 2% of universities globally. It is also one of the world's Top Young Universities (QS Top 100 Under 50, Times Higher Top 150 Under 100). In the Times Higher Education University Impact Rankings 2021, DCU ranked 23rd in the world for its approach to widening participation in higher education and its ongoing commitment to eradicating poverty, while it ranks 38th globally for its work in reducing inequality and 89th globally for gender equality.

The university is ranked 23rd in the world and first in Ireland for its graduate employment rate, according to the 2020 QS Graduate Employability Rankings. Over the past decade, DCU has been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

## **Adapt**

ADAPT is the world-leading SFI research centre for AI Driven Digital Content Technology hosted by Trinity College Dublin. ADAPT's partner institutions include Dublin City University, University College Dublin, Technological University Dublin, Maynooth University, Munster Technological University, Technological University of the Shannon, and the National University of Ireland Galway. ADAPT's research vision is to pioneer new forms of proactive, scalable, and integrated AI-driven Digital Content Technology that empower individuals and society to engage in digital experiences with control, inclusion, and accountability with the long term goal of a balanced digital society by 2030. ADAPT is pioneering new Human Centric AI techniques and technologies including personalisation, natural language processing, data analytics, intelligent machine translation, human-computer interaction, as well as setting the standards for data governance, privacy and ethics for digital content.

### **Role Profile**

ADAPT wishes to recruit an Intellectual Property and Contracts Manager on a fixed-term full-time contract basis with primary responsibility for leading the IP management activities of the Centre. The Intellectual Property and Contracts Manager will support the Executive Director and Business Development Managers at ADAPT in negotiating with industry appropriate contracts, licensing and IP terms in collaborative research agreements, licences, Innovation Partnerships, industry funded scholarship schemes, and consortium and data sharing agreements. This is a senior management role in ADAPT which will assist in driving successful industry collaboration and impact internationally. The role will engage with the technology and knowledge transfer offices of the partner universities as well as senior industry partner executives.

The IP and Contracts Manager will be responsible for identifying and executing IP collaboration frameworks with industry including issues related to IP and GDPR.

### **Duties and Responsibilities**

Please refer to the job description for a list of duties and responsibilities associated with this role.

### **Qualifications and Experience**

#### **Essential Criteria**

Candidates must have an honours degree (Level 8) in an appropriate area. The successful candidate must have a minimum of five years relevant professional experience with at least two years spent in an academic or industry environment in business development or an intellectual property management role.

In addition, suitable candidates should ideally have:

- A postgraduate qualification in business or technical management with over 3 years' experience in business development, marketing, and/or strategy OR a Masters in Computer Science with over 3 years in a commercial setting.
- Knowledge of AI or related disciplines particularly knowledge of one or more of the ADAPT Research areas: Natural Language Processing, Machine Learning, Machine Translation, Speech Technology, Information Retrieval, Personalisation, Video Processing, human-computer interaction (VR/AR), data governance, privacy, and ethics for digital content.

- The successful candidate must have strong influencing and interpersonal skills as well as the ability to work on multiple live projects with diverse IP policies.
- Ability to collaboratively translate the IP management objectives into a set of instruments, and to implement, evaluate and review the resulting activities.
- Ability to interact with and influence individuals at all levels including investors, business partners, and governmental officials.
- An understanding and appreciation of the IP issues arising in the context of academic research and in particular software development methodologies, open-source licensing strategy, software patentability and IP management.
- A willingness to innovate and implement change to support agile knowledge transfer.
- A good understanding of contracts and research licences with relevant practical commercial experience.
- Familiarity with research funding body regulations e.g. Enterprise Ireland, IRC and EU and their contractual terms and conditions

### **Essential Training**

The postholder will be required to undertake the following essential compliance training: Orientation, Health & Safety and Data Protection (GDPR). Other training may need to be undertaken when required.

### **Salary Scale:**

Professional 7 - €59,758.00 - €96,027.00

Appointment will be commensurate with qualifications and experience and in line with current Government pay policy

**Closing date: Wednesday 10<sup>th</sup> May 2023**

**For more information on DCU and benefits, please visit [Why work at DCU?](#)**

**Informal Enquiries in relation to this role should be directed to:**

Mr. Declan McKibben, ADAPT Executive Director.

Email: [declan.mckibben@adaptcentre.ie](mailto:declan.mckibben@adaptcentre.ie)

Please do not send applications to this email address, instead apply as described below.

### **Application Procedure:**

Application forms are available from the DCU Current Vacancies website at <https://www.dcu.ie/hr/vacancies-current-vacancies-external-applicants>

Applications should be submitted by e-mail with your completed application form to [hr.applications@dcu.ie](mailto:hr.applications@dcu.ie)

**Please clearly state the role that you are applying for in your application and email subject line:  
#RF1745a Intellectual Property and Contracts Manager**

*Dublin City University is an equal opportunities employer.*

***In line with the Employment Equality Acts 1998 – 2015, the University is committed to equality of treatment for all those who engage with its recruitment, selection and appointment processes.***

***The University's Athena SWAN Bronze Award signifies the University's commitment to promoting gender equality and addressing any gender pay gaps. Information on a range of university policies aimed at creating a supportive and flexible work environment are available in the [DCU Policy Starter Packs](#)***