



POSITION DESCRIPTION

CHIEF EXECUTIVE OFFICER (CEO) AND DIRECTOR OF RESEARCH

TRANSLATIONAL RESEARCH INSTITUTE, BRISBANE



① BACKGROUND

Translational Research Institute (TRI) is seeking to appoint an outstanding and dynamic leader and researcher to represent the Institute.

TRI, an Australian-first, is a new multi-partner biomedical research entity, developing novel interventions to prevent and treat human disease. Officially opened in October 2013, TRI brings together the collective expertise of researchers from four leading institutes TRI brings together the collective expertise of researchers from four leading institutes based on the 'bench-to-bedside' model of accelerating novel treatments into clinical applications for common and serious illnesses and diseases.

The partners in TRI are the University of Queensland Diamantina Institute, Mater Research, the Queensland University of Technology Institute of Health and Biomedical Innovation, The University of Queensland Faculty of Health Sciences School of Medicine, and Queensland Health at Princess Alexandra Hospital (PAH).

The TRI facility, located on the Princess Alexandra Hospital campus houses a major new wet lab research building that accommodates over 780 researchers. Co-located to TRI is a biopharmaceutical manufacturing facility, which is sublet to global GMP manufacturer, DSM Biologics, and a Clinical Research Facility in the main hospital.

Research specialities and interests of current academic staff may be accessed at www.tri.edu.au.

② THE POSITION

Reporting to the Board, the primary role of Chief Executive Officer (CEO) and Director of Research is the achievement of the strategic goals of TRI, and facilitating the overarching management and development of the Institute within a national and international context.

The main goal of TRI is to facilitate the output (by TRI shareholders research staff and students) of the highest quality, internationally competitive biomedical and clinical research and its translation into clinical practice, through the provision of relevant infrastructure and support services within an appropriate intellectual environment.

This position requires working with the Management Committee to deliver the requisite academic and strategic leadership to ensure that the overarching vision for the Institute is realised. The CEO also manages a team of executives responsible for ensuring the operational success of the TRI.

This is a dual role, with emphasis on identifying high quality research achievements among the academic staff working with the Institute through the awarding of TRI member status, which comes with associated privileges.

Responsible for driving the success of TRI through strong academic and research leadership, the successful candidate will demonstrate effective relationship management and a practical approach to communicating the TRI vision and purpose to internal and external audiences.

③ KEY RESPONSIBILITIES

PRIMARY PURPOSE OF POSITION

- > To provide strong academic and research leadership for the Institute to ensure that strategic goals and objectives are achieved within agreed fiscal parameters.

DUTIES

Duties and responsibilities include, but are not limited to –

Strategic

- > Leading the development and implementation of the strategic plan as approved by the Board
- > Ensure the highest quality research outcomes by academic staff accepted as members of TRI
- > Ensure that TRI makes world class core research facilities available to researchers at affordable rates
- > Review the business operations on an ongoing basis to ensure value proposition to shareholder organisations
- > Assess business opportunities of potential benefit to TRI
- > Sustain competitive advantage through maximising available resources, encouraging staff commitment and strategically aligning the corporate culture with TRI goals and objectives
- > Establish and maintain effective and positive relationships with Board members, stakeholders, occupants of the TRI facilities and other government and business liaisons
- > Undertake the role of TRI spokesperson in accordance with the Board Charter
- > Ensure statutory, legal and regulatory compliance with corporate policies and standards
- > Ensure appropriate risk management practices and policies are in place
- > Develop, lead and motivate the Operational Management Team

Strategic Marketing

- > Promote the TRI brand across a broad range of national and international audiences, while complementing the brand of the shareholders

Administrative

- > In conjunction with the Operational Management Team, prepare business plans and reports

Financial

- > Ensure development of the research profile of TRI to attract talent and competitive funding
- > Deploy TRI strategic funds effectively to maximise research output and quality in translational research through researcher recruitment and facility development
- > Facilitate external relations of TRI with Universities, Queensland Health, PA Hospital and government to enhance funding opportunities through these sources
- > Promote and profile TRI among target audiences of community and the corporate sector to assist raising strategic funds
- > Develop annual corporate budgets and long-term budgets including operating budgets, capital expenditure budgets and cash flow budgets for consideration by the Board
- > Ensure a sustainable resourcing and execution of the approved annual budgets

Other

- > Ensure compliance with all requirements of Queensland Occupational Health and Safety (OH&S) regulations as they apply to the role
- > Understand and implement TRI policy in such areas as Work Health and Safety
- > Comply with TRI's Code of Conduct
- > Adopt sustainable practices in all work activities and comply with associated legislation and related sustainability responsibilities and procedures developed by TRI

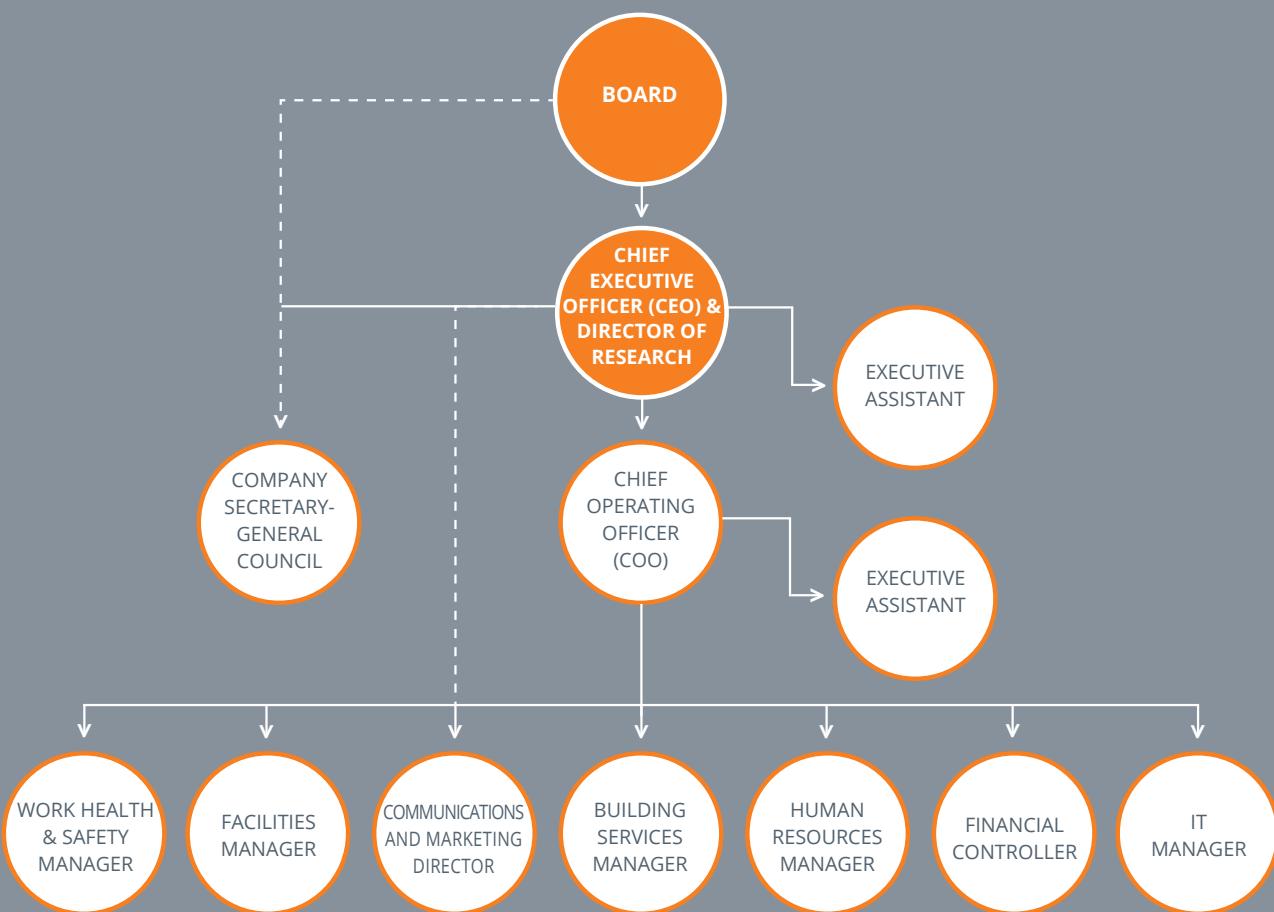
④ REPORTING RELATIONSHIPS

The position reports to TRI Board and is Chair of TRI Management Committee.

TRI Management Committee Members:

Four shareholder institute directors (UQDI, Mater Research, QUT IHBI, PAH Centres for Health Research); Executive Dean, UQ School of Medicine and Chair, TRI Caucus.

The structure of TRI Operational Management Team is represented below.



⑤ SELECTION CRITERIA - EXPERIENCE, KNOWLEDGE AND QUALIFICATIONS

QUALIFICATIONS

- > PhD/MD or equivalent in a biological/medical field of science together with an outstanding record of achievement in their chosen field of research
- > Appropriate management / leadership experience with relevant qualifications an advantage

EXPERIENCE

Essential

- > Considerable experience in leading a successful biomedical research program/group
- > Senior Management experience, within a complex operating environment
- > Experience with the university sector and relevant research and/or Government organisations

KNOWLEDGE

Essential

- > Understanding of the current research and innovation environment including an understanding of and experience in translational research
- > Demonstrated knowledge of contemporary business and management concepts and issues, with the capacity to apply this knowledge in the provision of high level advice and support relevant to the Institute in terms of financial operations, budget planning and performance management systems
- > Demonstrated knowledge of corporate governance
- > Knowledge of commercial contract requirements
- > An understanding of the importance of post-graduate policies, their implementation and the potential impact on an Institute such as TRI



⑥ ADDITIONAL COMPETENCIES AND CHARACTERISTICS

In addition to the selection criteria, the successful candidate will demonstrate the following leadership and management behavioral competencies.

1. VISIONARY LEADERSHIP

- > Communicates a compelling picture of how the sector and TRI will evolve that clearly ties short-term initiatives to longer-term strategies and values.
- > Exudes a passion for the future of the organisation; inspires and engenders the internal community; focuses resources proactively on serving the current environment and seeding the next opportunity.
- > Leads and mentors to generate proactive thinking and improved operating.

2. STRONG RESULTS ORIENTATION

- > Translates organisational goals into well-defined performance plans and ensures targets are met.
- > Aligns individual performance goals and measures systematically, and consistently uses them to drive performance.
- > Has an ability to create and implement organisational objectives in a team environment with a sense of urgency.

3. RELATIONSHIP AND TEAM BUILDING MENTALITY

- > Possesses a high level of emotional intelligence and ability to identify relationships that are important within and to TRI and its stakeholders, and how to leverage them into an enduring competitive advantage.
- > Operates with a strong sense of collegiality that involves a wide spectrum of management and stakeholders in decision making and brings the team along.

4. EXPERT AT MANAGING INNOVATION

- > Responds to problems or challenges with new perspectives and explores a variety of relevant possible solutions.
- > Drives change effectively, inspires the team and understands the impact and consequences of change.

5. HIGHLY DEVELOPED COMMUNICATION AND INTERPERSONAL SKILLS

- > Able to liaise, consult and influence effectively with diverse stakeholders
- > Edits, writes and prepares reports and submissions that communicate effectively and accurately
- > Able to communicate with diverse groups, both within the Institute and the broader community

PERSONAL CHARACTERISTICS

Essential

- > Innovative and strategic thinker who provides practical leadership and demonstrates, through action, a shared vision
- > Ability to foster collaboration between a range of research streams and organisations
- > Participatory and inclusive of others to encourage communication and the exchange of ideas across TRI boundaries
- > Possession of integrity, tact and discretion
- > Demonstrable capacity to work effectively with senior colleagues and with shareholder systems, committee and board structures and decision making as part of a management team.
- > Positive, charismatic, self-confident, with a consultative but decisive leadership
- > Has notable stature and presence
- > Authentic, credible and persuasive communication style
- > Has an open and hands-on management approach with the interpersonal skills to build and motivate a highly intellectual and capable cross functional team
- > Is high energy; organised; able to successfully drive performance and deliver results in a timely and efficient manner
- > Has a 'can do' attitude, with a passion to win and willingness to 'roll up the sleeves' and get it done
- > Seeks and welcomes feedback, responds to coaching. Takes action to enhance performance based upon experiences and feedback
- > Provides frequent and effective feedback and coaching to others on ways to improve performance
- > Has excellent oral and written communication skills and excellent listening skills
- > Is flexible and well informed, continuously expands sector knowledge
- > Shows sensitivity to cultural differences in the working environment.

CONDITIONS OF EMPLOYMENT

Relocation

TRI will meet all removal and establishment expenses. In the case of an interstate or international appointee, an accommodation allowance may be available for a limited period. Details will be negotiated as part of the contract of employment.

Tenure

The initial appointment will be for a term of five years. A further appointment may be offered following a review at least one year before the end of the initial term.

Salary and benefits

An attractive remuneration package will be negotiated with the successful candidate. Remuneration will be subject to periodic review.

The CEO is entitled to four weeks' annual leave and 15 days' annual personal leave.

Other terms and conditions of employment will be negotiated with the Chairman.

HOW TO APPLY

TRI is being assisted by the executive search consultants RLC Search, who can advise on application requirements.

Initial enquiries should be directed in confidence to:

**Dr Rachel Lucas, RLC Search,
on +61 (0)402 891 029
or at rachel@rlcsearch.com**

Applications should include full curriculum vitae and a vision statement relating the experience and achievement of the applicant to the implementation and further development of TRI's objectives.

Applications should be emailed to Dr Rachel Lucas at rachel@rlcsearch.com to arrive by 9am Monday 7 April 2014.

TRI RESEARCH HIGHLIGHTS

UQDI

- > UQDI Prof Matthew Brown was awarded the \$1.25 million Premier's Science Fellowship to develop his work in the diagnosis and treatment of rheumatoid arthritis and tuberculosis
- > UQDI secured a \$2 million grant from the Australian Cancer Research Foundation (ACRF) for a new cancer treatment centre to be housed at PAH and TRI - the Diamantina Individualised Oncology Care Centre (DIOCC)
- > A new rheumatoid arthritis treatment has progressed closer to reality with a collaboration with Johnson & Johnson pharmaceutical company Janssen Biotech Inc that will see the new vaccine move closer to a phase 1 clinical trial.
- > A strategic partnership between UQDI researchers and global pharmaceutical company LEO Pharma will investigate the genetic causes of squamous cell carcinoma, the world's second most common skin cancer

QUT IHBI

- > Total external grant funding 2013 amounted to \$14 million, which included a \$6.2 million Federal re-funding of the Australian Prostate Cancer Research Centre – Queensland (APCRC-Q)
- > Prof Selena Bartlett won the Biotech Research award and took out the premier prize the WiT Outstanding Achievement Award at the 2013 6th Women in Technology Awards

MATER RESEARCH

- > Mater Research attracted external funding 2013 of over \$8.2 million. NHMRC grant announcements in October resulted in \$6.5 million in new funding commencing in 2014 spread across Project Grants and Fellowships
- > Collaborations are underway between Mater Research and TRI partners - QUT, UQDI and UQ School of Medicine across a broad range of research areas - Cancer & Leukemia, Respiratory Disease, Arthritis & Inflammatory disease, Metabolic Medicine, Bone Repair and Biology
- > Two teams at Mater Research were highlighted in the 2013 National Health and Medical Research Council (NHMRC) publication 'Ten of the Best'. The two teams, led by Dr Ingrid Winkler and Dr John Duley, have undertaken research to improve health outcomes for people affected by cancer

UQ SCHOOL OF MEDICINE (SOM)

- > Members of UQ SOM were awarded \$5.75 million for nine NHMRC Project Grants and an Early Career Fellowship to commence in 2014. This adds to \$2.5 million awarded for the "Centre of Excellence in Telehealth" awarded in July and led by Professor Len Gray

General information on TRI is available via
www.tri.edu.au