

Title: Executive Director – Digital and Technology

Reports To: CEO

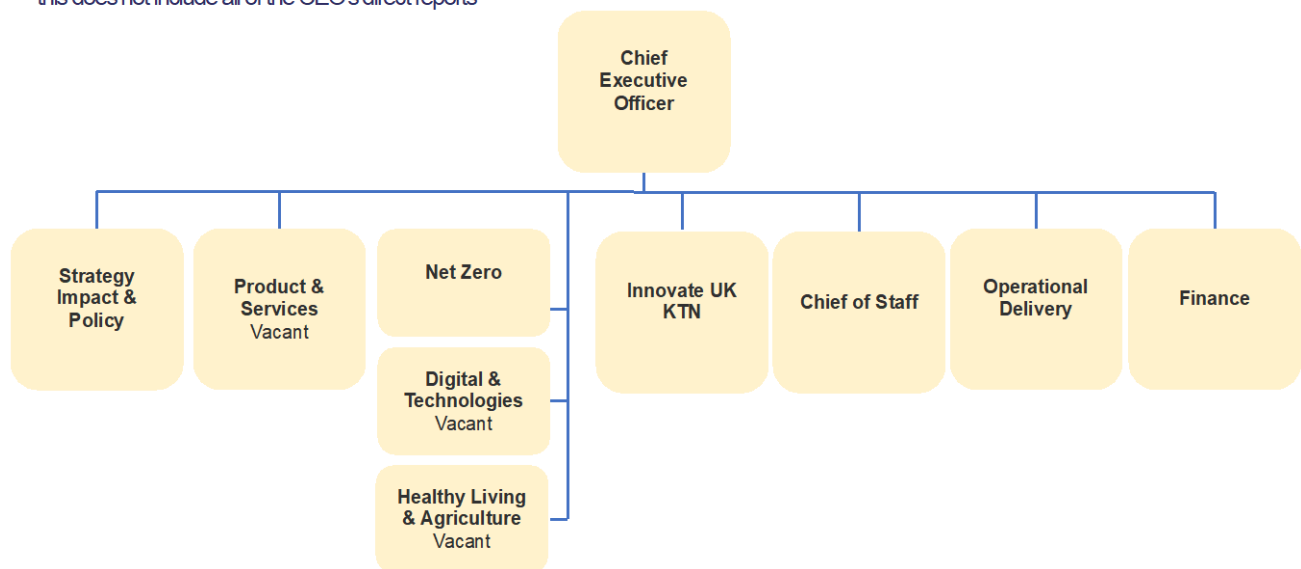
Location: Field-based

Contract: Permanent

Band: Y

IUK Senior Leadership Team

*this does not include all of the CEO's direct reports



Innovate UK is the UK's national innovation agency, with a central role in developing the innovation ecosystem to drive positive economic and societal change. Innovate UK is an impact-focused organisation and central to our mission is to take advantage of the UK's strengths to inspire, involve and invest to meet some of the biggest UK and global challenges over the next 15 years.

Business innovation is critical to achieving this and three new Executive Director roles will provide the senior leadership to achieve this.

This new organisational design enables us to best serve UK business and society and our many stakeholders, with insight and leadership within the ecosystem

Each of these leaders will be strongly connected with the top leaders in their relevant sectors and technology areas, ministers and other key decisions makers, as well as our partners across the UK public sector research and innovation system. With demonstrable joined up ways of working within UK Research and Innovation (UKRI) and right across the system, you will harness an expansive number of products and services to deliver Innovate UK goals set out in our [Plan for Action](#).



You will be a proactive, team-oriented leader who can thrive in and lead a changing organisation at the centre of the government's plans for growth and productivity. We are looking for someone who is a persuasive and confident communicator with stature and credibility and will be a candidate for future succession planning.

Innovate UK is committed to the principle of public appointments on merit with independent assessment, openness, and fairness of process and to providing equal opportunities for all. Applications are welcome from all, but we particularly encourage applications from women, people from an ethnic minority, people with disabilities and other underrepresented groups

Job Purpose:

The Executive Director – Digital and Technology will lead and be accountable for programme delivery, strategic engagement and business development for the Digital and Technology domain.

The role of Digital and Technology will be the most important facet underpinning most largescale technological and societal innovations. From services to manufacturing to finance, agriculture and health – all sectors will see the benefits and improvements of these technologies and Innovate UK will need to play a vital role in supporting this innovation in the UK.

Our role is to identify and catalyse digital and other technologies, support the deployment and adoption to transform existing sectors and businesses, and to enable the emergence of new ones to meet economic and societal need.

The Executive Director will engage at senior executive level with external stakeholders to provide thought leadership across the Digital and Technology domain, involving businesses, government and ecosystem senior leaders to shape innovation policy and delivery in the UK. The role will seek and develop collaborations to optimise impact and the most effective and connected ecosystem. It will drive up private investment.

They will inspire both externally and internally, by leading the development of the Domain's operating model.

You will lead a team that supports UK businesses to explore how best to develop and deploy these new technologies in their application areas: from early-stage emerging technologies, such as quantum technologies, to the latest refinements of enabling technologies, including electronics, photonics, advanced materials, robotics, and biosciences. This includes support for innovations that rely on bringing together multiple technologies in new products, services, processes, or business models.

The role holder is expected to be a significant influencer across business, government, and other business innovation ecosystem leadership groups within Digital and Technology, to invest to drive significant positive economic and societal impact. The role will have local, national and global impact.

Key Responsibilities and Accountabilities:

- The most senior Digital and Technology representative for business innovation across Innovate UK, UKRI, BEIS and other partners
- Provide inspirational and effective leadership and talent development to the domain teams

- Directing the vision for the domain, with co-ordination and creativity across the multiple activities
- Leadership of wider matrix teams, both internal and external across the breadth of the domain to achieve the deliverables
- Lead the development of the domain operating model and ways of working within the new organisational structure
- Deliver the varied programmes, throughout the full lifecycle from inception through to impact assessment
- Create and effectively communicate the vision for the domain, including the identification of priorities and clear success criteria, internally and externally
- Identify the right approach to the needs of Digital and Technology leveraging Innovate UK's product portfolio and partnerships, and translate the approach into effective delivery
- Programme and project portfolio senior oversight
- Accountable for the significant domain budget
- Accountable for the monitoring and evaluation of the project portfolio within the domain – including curtailment if the agreed milestones and objectives are not or will not be achieved.
- Represent the domain at high-profile events and meetings as required;
- Engagement of senior and executive stakeholders across business, directly and through industry bodies and across the devolved administrations and UK government to shape and define the scope and objectives; manage key relationships to ensure alignment with other programmes and activities
- Building effective partnership arrangements, evidencing the outcomes
- Drive up private R&I investment by leading key strategic engagement and optimising the use of products and services in the domain
- Senior level oversight for the ISCF challenges within the domain
- To monitor and manage key strategic risks
- A member of the Innovate UK senior leadership team, accountable for strategic direction and organisational leadership

Context and Key Dimensions:

Digital and Technology

Core budget: 22/23 £190m - £230m rising over the SR period

People: c40 - including senior programme directors, technical experts and programme management

Key Partnerships: Catapults, Gov't depts (inclu DCMS), Industry bodies

In addition to the core budget the ISCF, missions and accelerators add c£455m across the domains

This is an outline description of the key responsibilities and accountabilities involved in the job. It is not exhaustive and may be revised from time to time.

Person Specification:

This exceptionally effective and proactive leader will :

- Have significant industry experience, across their domain
- Be highly flexible
- Be able to develop and maintain effective working relationships and influence with senior and executive people across the breath of the UK economy, industry and Government.

Qualifications:

- Educated to degree-level or significant vocational experience

Desirable –

- Postgraduate and professional qualifications in business, leadership or innovation advantageous.

Experience:

Essential –

- Strategic leadership in research, development or innovation in the domain
- Demonstrable achievement of results through influencing skills rather than direct control;
- Working extensively with across the domain landscape
- Successful management of multiple senior and executive stakeholders with conflicting demands and priorities;
- Effective management of significant budgets, implementing cost-control and forecasting in a tightly-controlled environment;
- Innovation or research, business competitiveness and technology policy or delivery;
- Leading high-performance teams across multiple locations to deliver exceptional results.

Desirable –

- Managing programmes and delivering a broad range of benefits, across the Public and Private sectors

Skills:

- Outstanding communication and engagement capability with authenticity to deliver effective communications;
- Self-awareness and excellent personal resilience, as well as a high level of professionalism, discretion and tact;
- Highly developed analytical and problem-solving skills, including the ability to quickly understand new and complex issues and to apply creative solutions;
- Proven ability to work at Board and Executive-level;
- Proven ability to lead a diverse group of stakeholders around a common challenge;
- Recognisable influencing skills, with credibility as an authentic leader;

The postholder must demonstrate a full understanding of the 7 Principles of Public Life: Selflessness – Integrity – Objectivity – Accountability – Openness – Honesty – Leadership. They must uphold and act as a role model for these.

Independence:

No external commitments that could be perceived as a conflict of interest or material distraction from the execution of their duties.

Competencies:

As with all roles at Innovate UK applicants will need to demonstrate compatibility with and capability against our Core Competencies:

Thinking and Problem Solving – Stakeholder management – Communication skills – Influencing – Self-awareness/self-management – Strategic awareness – Working with others – Project management

Plus the additional management competencies:



Leadership – Conceptual strategic thinking and planning – Focus on outcomes – Adaptability/Change management – Managing people/developing talent – Personal effectiveness

Equality, Diversity and Inclusion:

Innovate UK is a diverse workforce of people. We believe that encouraging these differences and drawing the best from them will create a productive environment in which everyone feels valued, where talents are fully utilised and in which organisational goals are met. Underpinning this is a belief that it is a fundamental right for everyone to be treated equally, with fairness, respect and dignity. Innovate UK will act directly and use their influence to ensure that this right is promoted and upheld; we welcome applications from all those who meet the criteria set-out in our role profiles.

Travel Requirements:

There will be the requirement for frequent travel between Swindon and London with further national travel across the UK, there may also be the rare requirement for some international travel.