



Position: Industry Engagement Coordinator

Reporting To: Industry Engagement Manager

Location: 5th Floor, Kaneff Tower
York University
4700 Keele St., Toronto

Salary: \$20.00 per hour

Term & Hours of Work: 6 months, 35 hours per week

Summary of position: To support Industry Engagement at York University by measuring the impact of industry / academic engagements. Specific work will include contacting companies that have engaged with York University to understand the level of engagement and ways to improve future relationships. Work will also include supporting capacity building related to industry / academic research collaborations.

This position is supported in part by the Ontario Brain Institute (OBI).

Start date: TBD, in consultation with the successful candidate

Closing date for applications: Monday, October 31, 2017
Please send applications to Emma Yuen at emmay@yorku.ca

KEY ACCOUNTABILITIES

1. Assisting with INDUSTRY / ACADEMIC RESEARCH COLLABORATION IMPACT ASSESSMENT

Reporting to the Industry Engagement Manager, Innovation York and located at the Keele campus, the Industry Engagement Coordinator will acquire and analyze historical collaborative research partnerships research impact through reaching out to partners and getting their feedback.

Tasks include:

- Analyzing collaborative networking event attendance information and following up with a sample of attendees to gage the impact of attending these events, for example through connections made and research projects defined.

- Analyzing research project partnerships against event attendance to determine which, if any connections were developed during connector events.
- Contacting companies to assess the impact of research collaboration engagement(s) facilitated by Innovation York, update contact information, and ascertain interest in exploring new research relationships with York University researchers.
- Liaising with York University Faculty members to assess the impact of any Innovation York facilitated engagement(s), and updating research capacity and interest areas, as well as ascertain interest in exploring new research relationships with industry partners.

Deliverables:

- Inform the Industry Engagement Manager (IEM) of any uncovered relationship issues – positive or negative, and any unmet research interests that companies or York University researchers outline.
- Create a dashboard for daily use that will enable easy tracking of research interactions, and include links to detailed information to communicate the results of the research impact analysis conducted during the internship.
- Working with the IEM, the IEC will develop and populate a template with a subset of research impact case studies for communicating research impact.

Eligibility Criteria

- Candidates must have graduated within the last 3 years, preferably from a research-based Masters or PhD program in neuroscience or a related field.
- Candidates must not have been previously supported through the OBI Internship Program, unless otherwise agreed upon by OBI.
- Candidates currently employed by York University are not eligible, unless otherwise agreed upon by OBI.
- Demonstrated ability to implement research and/or evaluation projects.
- Demonstrated ability to apply qualitative and/or quantitative research methods.
- Experience in engaging with industry and relationship building.
- Strong analytical, writing and communication skills.
- Strong teamwork skills.
- Demonstrated self-starter, highly organized with a keen attention to detail.
- Ability to work on multiple issues and meet deadlines.
- Intermediate skills in Microsoft Word, PowerPoint, Excel and Outlook 365.