



# NewcastleGateshead Initiative

**JOB TITLE:** Inward Investment Senior Sector Manager – Health and life sciences Sector  
Full time role. Fixed term 24 months.

**REPORTING TO:** Director, Invest Newcastle

**SALARY:** £45,000

## **JOB PURPOSE:**

To lead on and deliver health and life sciences sector inward investment and professional support as a senior member of the Invest Newcastle Team. A key aspect of the role will involve delivering the North of Tyne Combined Authority (NTCA) Health and Life Sciences Sector Inward Investment Project.

## **PRINCIPAL RESPONSIBILITIES:**

1. Leading a BD & Marketing campaign, and creating a strong inward investment narrative, that will generate new health and life sciences sector inward investment leads for the area.
2. Using research, sector insights and experts to assist with the creation of a strategy and implementation plan that supports growth of the health & life sciences sector across NTCA
3. Managing a portfolio of health & life sciences investment enquiries throughout the inward investment life cycle
4. Supporting the growth of existing health & life sciences sector companies, through the delivery of account management activity
5. Growing a strong local sector relevant network and managing partner, stakeholder and external contract activity (including project & CRM reporting) aligned to the NTCA funded project

## PERSON SPECIFICATION

CATEGORY	ESSENTIAL	DESIRABLE
<b>1. SKILLS, KNOWLEDGE AND APTITUDES</b>	<ul style="list-style-type: none"> <li>• Broad knowledge and understanding of health and life sciences sector in the UK.</li> <li>• Knowledge and detailed understanding of the inward investment process and effective enquiry management.</li> <li>• Knowledge of account management processes and best practices.</li> <li>• Experience of Local Authority funded project/programme management.</li> <li>• Excellent research and report writing skills.</li> <li>• Advanced interpersonal and communication skills, both formal and informal.</li> <li>• Experience of building relationships and negotiating with senior level stakeholders and decision makers.</li> <li>• A wide range of contacts in relevant organisations, locally and regionally.</li> <li>• Strategic level business development planning experience.</li> </ul>	<ul style="list-style-type: none"> <li>• Broad knowledge and understanding of health and life sciences sector ecosystem across the NTCA and Gateshead areas specifically.</li> <li>• National &amp; international contacts in the health and life sciences sectors</li> </ul>
<b>2. QUALIFICATIONS AND TRAINING</b>	<ul style="list-style-type: none"> <li>• Of graduate or equivalent status in a relevant discipline</li> </ul>	<ul style="list-style-type: none"> <li>• Formal training and development in inward investment related or sales / business development skills.</li> <li>• Account management and/or project management</li> </ul>
<b>3. EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Proven track record in a business development</li> </ul>	<ul style="list-style-type: none"> <li>• Experience gained in the health and life</li> </ul>

and/or relationship based sales function.

- Demonstrable success of working in collaborative partnerships with a broad cross section of stakeholders across the public and private sectors.
- Experience of working in a cross-functional team with proven ability to influence and inspire others out with direct control.

sciences sector- private or NHS/ Academic.

- Specific experience of working on inward investment projects and bids.

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#### 4. DISPOSITION

- High levels of personal motivation and ambition.
- Able to work effectively under pressure and with minimal support.
- Willing to adopt new ways of working, to research new sectors and learn new skills.
- Team player that enjoys working in partnership with others to deliver common goals.
- Able to work at a fast pace without losing focus and whilst maintaining strong customer service levels and attention to detail.