

NOTES FOR CANDIDATES

**DIRECTOR OF
APPLIED RESEARCH AND
INNOVATION SERVICES**

**SAIT
SOUTHERN ALBERTA INSTITUTE OF
TECHNOLOGY**

STANTON CHASE
INTERNATIONAL

Executive Search Consultants

EXECUTIVE SUMMARY

ABOUT OUR CLIENT:

The Southern Alberta Institute of Technology, SAIT, is a global leader in applied education and research, delivering relevant, skill-oriented education to more than 50,000 people annually. This innovative post-secondary offers two baccalaureate degrees, three applied degrees, 76 diploma and certificate programs, 34 apprenticeship trades and more than 1,000 continuing education and corporate training courses.

Students study within eight academic schools — Business, Construction, Energy, Health and Public Safety, Hospitality and Tourism, Information and Communications Technologies, Manufacturing and Automation, and Transportation. English language foundations and academic upgrading are offered through the Lamb Learner Success Centre.

Applied Research and Innovation Services is SAIT's exciting gateway to innovation and applied research projects for students, faculty, and industry partners. ARIS has 40 full-time researchers and staff, and averages 120 applied research projects a year. Core research areas include pre-commercialization support in green building, clean energy, sports and wellness, and RFID-enabled technology development. Support and services offered include project evaluation and development, technology design, fabrication, prototyping, testing and validation, and access to grant funding.

Applied research is research directed at decreasing scientific uncertainties and developing solutions to industry identified problems, leading to the development or enhancement of products and processes. ARIS delivers operations and support services to industry and internal partners at all stages of collaboration. Service starts with the initial inquiry about engaging SAIT in an applied-research project. Once a project's potential is evaluated and approved, and the appropriate area expert/researcher is engaged, the project is facilitated on behalf of the industry or student partners. SAIT was the #1 Applied Research College in Canada for 2013, and the Applied Research and Innovation Services (ARIS) Department at SAIT supports research and commercialization.

The institute promotes excellence as demonstrated by fresh thinking, best practices, entrepreneurial initiatives, bold solutions to new opportunities and fiscal responsibility. In 2016, SAIT enters its second century of producing in-demand graduates who can build exciting careers and make meaningful contributions to their community.

THE OPPORTUNITY - DIRECTOR OF APPLIED RESEARCH AND INNOVATION SERVICES

Part One

Candidate Specification – Position Description

Major Purpose of the Position

The Director of ARIS will provide leadership and management for applied research and innovation at SAIT. This proven leader will anticipate emerging trends and create opportunities that shape and transform the organization as well as the polytechnic sector in Canada.

The Director will represent SAIT in a professional, collegial, and entrepreneurial manner, and will:

- Lead the development of institutional and departmental goals;
- Directly participate in institutional strategic initiatives;
- Provide a voice for applied research at the institutional, national, and international level

- Execute on these plans and develop effective and efficient processes to facilitate the delivery of applied research that supports SAIT's strategic and educational plans.

As a member of SAIT's leadership team, the Director of ARIS chairs and/or participates on various provincial, institutional and professional committees as a representative of SAIT.

Essential Duties and Responsibilities

The focus of the position is to provide the overall leadership and management for the department, including:

- Foster opportunities for student involvement in applied research,
- Lead a team of world-class Researchers,
- Promote employee engagement,
- Manage the department budget and provide oversight for specific research budgets,
- Promote the department internally and externally, leading to applied research and funding opportunities,
- Lead and facilitate the development and implementation of a plan to expand SAIT's applied research into the international market.

The key areas of responsibilities include: (a detailed listing of duties is available upon request)

- Applied Research and Innovation leadership.
- Governance and Process Stewardship.
- People Leadership.
- Financial Leadership, and
- Health and Safety within ARIS.

The Director, ARIS will manage a team of Research Associates (RA's) and support staff and will collaborate with all members of SAIT's community with specific strategic institutional initiatives.

Part Two

Candidate Specification – Individual Profile

Qualifications

To achieve the desired success in this role, the Director, ARIS must utilize experience, leadership skills, and industry knowledge that will ensure each essential duty is successfully accomplished. This will require a unique combination of formal training and hands on experience, and the requirements listed below are representative of the knowledge, skill, experience and/or ability required:

Education and Experience

- Post-secondary education at a graduate level with a preference for a PhD., or an equivalent combination of experience and education in a similar role.
- 10 years minimum of related progressive experience, including experience gained through private and public sector organizations that focused on applied research, innovation, commercialization, and entrepreneurship.
- Experience within a post-secondary (or similar) environment, knowledge of its workings and the government agencies which impact it would be considered a real asset. Teaching and mentoring experience would also be an asset.
- Experience and success supporting grant applications for Tri-Council agency funding and other granting agencies and foundations.
- Experience building effective collaborative relationships with academic, industry, community, government partners, and funding sources for research and entrepreneurship initiatives.

- Direct experience with business planning, business development, and operations functions.
- Experience representing an organization including an established network of professional / industry contacts.

Personal Characteristics

- A visionary leader level with effective and proven leadership and people skills.
- Ability to communicate effectively with numerous internal and external stakeholders.
- The ability to thrive in an entrepreneurial environment housed within a large bureaucratic institution.
- Strong strategic development skills and the ability to implement strategic goals.
- Fiscal management skills to effectively develop and manage departmental and project budgets.
- Strong planning and negotiating skills
- Ability to travel unaccompanied to International settings in under-developed parts of the world.
- The ability to anticipate emerging trends and create opportunities that shape and make things happen at SAIT and within the polytechnic sector in Canada.
- Collaborative leadership style utilizing the strengths and knowledge from within a department and the institution as a whole.
- Rational, logical and sound decision-making process based on proven business principles and past work experience.
- Ability to translate business objectives and ambitions into work plans/action plans.
- Excellent analytical, writing, organization, problem solving and interpersonal skills.
- Proven decision-making and delegation skills.
- The ability to accurately manage multiple priorities in a fast paced and dynamic environment.
- The ability to motivate and mentor others to produce quality outputs within tight timeframes and over multiple projects.
- Demonstrated flexibility, innovation, and professionalism.
- The ability to remain firm, focused, and tactful...fostering an environment of mutual respect.

If you are interested in being considered for this position, please examine the position and candidate specifications to assess the suitability of your candidacy. By applying for this position, you consent to the collection, use and necessary disclosure of the personal information provided during the application and selection processes.

Stanton Chase will respect the privacy of any initial approach or expression of interest in this position. For further information or to submit your covering letter and resume, please contact:

Andy Sharman, MBA FCPA,FCMA ACUIC
Managing Director
Stanton Chase International
Suite 685, 404 6th Ave SW
Calgary, AB T2P 0R9 Canada
403-262-6780 ext. 3 a.sharman@stantonchase.com

Stanton Chase International

Stanton Chase is ranked within the top ten global retained executive search firms with proven expertise in key sectors of the global economy, it has nine specialist practice groups that operate as international teams. Stanton Chase is owned by its partners who take individual responsibility for delivering outstanding quality for each assignment. Stanton Chase is a member of the Association of Executive Search Consultants. Further information can be found on our website at stantonchase.com.