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UK

Manchester
Institute

Job Reference Number:

MI/26/09

Position:

Associate Director for Strategy and Partnerships

Group/Department:

Cancer Research UK Manchester Institute

Salary:

Circa £80,000 per annum (dependent upon experience)

Duration:

Permanent



CRUK MI FURTHER PARTICULARS



Cancer Research UK Manchester Institute is a Research Institute within The University of Manchester and is core funded by Cancer Research UK



MANCHESTER
1824

The University of Manchester



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PARTICULARS OF APPOINTMENT

Ref: MI/26/09

Job Title: Associate Director for Strategy and Partnerships

1. The Institute invites applications for the above post.
2. Salary will be circa £80,000 per annum (dependent upon experience).
3. Applications should be submitted via JobMarker, the online recruitment system by the closing date as stipulated in the advert.
4. For applicants who require assistance with their application please contact the HR Department for further information on:
Tel: +44 (0)161 306 9752 or +44 (0)161 306 3183
Email: jobs@cruk.manchester.ac.uk
5. Informal enquiries can be made to Samra Turajlić, email: samra.turajlic@cruk.manchester.ac.uk
6. Applicants are advised that if the Institute receives a high level of applications, we reserve the right to close the vacancy earlier than advertised.
7. The Institute will endeavour to contact shortlisted candidates promptly. However, there may be occasions where a high volume of applications are received, therefore an applicant's patience is appreciated.
8. As an equal opportunity employer, we welcome applicants from all sections of the community regardless of age, sex, gender (or gender identity), ethnicity, disability, nationality, religion or belief, sexual orientation, marital or transgender status. All appointments are made on merit.
9. As our Associate Director for Strategy and Partnerships you will be a visible presence within the Institute, providing professional and timely services.





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COPY OF THE ADVERTISEMENT

The Institute will actively foster a culture of inclusion and diversity and will seek to achieve true equality of opportunity for all members of its community.

Associate Director for Strategy and Partnerships

- Starting circa £80,000 per annum (depending on experience)
- Job Ref: MI/26/09
- Duration: permanent role

We are currently looking for an **Associate Director for Strategy and Partnerships** within the Cancer Research UK Manchester Institute. This is a highly visible role requiring strategic judgement, relationship leadership, negotiation at senior level, and delivery of complex institutional initiatives. As an Associate Director for Strategy and Partnerships you will play a pivotal role in shaping and driving to deliver an ambitious institutional strategy that strengthens CRUK MI's partnerships, funding base, academic integration, and research positioning nationally and internationally.

About the role:

- Expand upon and enhance our existing strong, functional strategic relationships with **The University of Manchester, The Christie NHS Foundation Trust**, and Cancer Research UK centrally.
- Drive major cross-institutional initiatives including senior appointments, joint programmes, studentships, supervision models, and co-funded posts.
- Expand and diversify CRUK MI's funding portfolio through proactive engagement with major funders including the Medical Research Council (MRC), international charities, philanthropic organisations and global funding bodies.
- Shape and operationalise CRUK MI's research strategy in alignment with CRUK, University, and NHS partner priorities.
- Position CRUK MI as a leading international cancer research institute with strong translational integration.

About you:

You should be educated to degree level in a scientific discipline (or equivalent relevant experience) and have senior-level experience in biomedical research or a related field along with a strong understanding of the UK and international cancer research funding landscape. You will have significant experience in strategic partnership development within academic, research, charitable or health systems along with outstanding negotiation, influencing and relationship management skills.



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A PhD or MBA (or equivalent) in a relevant subject and/or a project management qualification would be desirable. Previous experience of working within or closely with CRUK, major UKRI funders, or large research charities would be an advantage.

What you will get in return:

- Fantastic market leading Pension scheme
- Excellent employee health and wellbeing services including an Employee Assistance Programme
- Exceptional starting annual leave entitlement, plus bank holidays
- Local and national discounts at a range of major retailers

Why choose Cancer Research UK Manchester Institute?

The Cancer Research UK Manchester Institute (www.cruk.manchester.ac.uk), an Institute of The University of Manchester (www.manchester.ac.uk), is a world-leading centre for excellence in cancer research. The Institute is core funded by Cancer Research UK (www.cancerresearchuk.org), the largest independent cancer research organisation in the world. In spring 2023 the Institute moved into a £150 million flagship purpose-built biomedical research centre directly attached to The Christie NHS Foundation Trust (www.christie.nhs.uk), in South Manchester.

We are partnered with The Christie NHS Foundation Trust, one of the largest cancer treatment centres in Europe. These factors combine to provide an exceptional environment in which to pursue basic, translational and clinical research programmes.

Take a look around our [Institute](#)

How to apply?

To apply for this position please complete the online application via 'Apply Now'. Please ensure you detail the names of three referees and ensure you submit your application before the closing date specified.

For any informal enquiries about this post, please contact Samra Turajlić: email: samra.turajlic@cruk.manchester.ac.uk

Please note this vacancy will close for applications at 18:00 hours on the closing date specified.



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Job Description

After the closing date this job description will be removed from our website. Should you wish to refer to this information at a later date, please ensure that you save a copy of this document.

Disabilities and alternative formats

The University of Manchester is a disability confident Leader and is committed to supporting disabled people in recruitment, employment, and career development. We will make reasonable adjustments to enable applicants to compete to the best of their ability wherever it is reasonable to do so. Therefore, if you have any additional support needs throughout the recruitment process or require documentation in alternative formats, please do not hesitate to contact the HR Department, for further information, on:

Tel: +44 (0)161 200 8870 or (0161 306 3183)

Email: jobs@cruk.manchester.ac.uk



The Disability Confident scheme, accredited by the Department for Work and Pensions (DWP), helps employers recruit, retain and train great people. Disability Confident organisations play a leading role in changing attitudes about, and increasing understanding of, disability. There are three levels of the scheme with Leader being the highest.



CANCER RESEARCH UK MANCHESTER INSTITUTE JOB DESCRIPTION

JOB DETAILS

Job Title: Associate Director for Strategy and Partnerships

Grade: P4 (CRUK Non-Scientific Pay and Grading Framework)

Division: Cancer Research UK Manchester Institute (CRUK MI)

ORGANISATIONAL ARRANGEMENTS

Accountable to: Director, CRUK Manchester Institute

Responsible for: Implementation of research strategy and development of partnerships

JOB PURPOSE

The Associate Director for Strategy and Partnerships is a senior strategic leadership role within CRUK Manchester Institute (CRUK MI). The postholder will shape and drive to deliver an ambitious institutional strategy that strengthens CRUK MI's partnerships, funding base, academic integration, and research positioning nationally and internationally.

The role exists to:

- Expand upon and enhance our existing strong, functional strategic relationships with **The University of Manchester**, **The Christie NHS Foundation Trust**, and Cancer Research UK centrally.
- Drive major cross-institutional initiatives including senior appointments, joint programmes, studentships, supervision models, and co-funded posts.
- Expand and diversify CRUK MI's funding portfolio through proactive engagement with major funders including the Medical Research Council



(MRC), international charities, philanthropic organisations and global funding bodies.

- Shape and operationalise CRUK MI's research strategy in alignment with CRUK, University, and NHS partner priorities.
- Position CRUK MI as a leading international cancer research institute with strong translational integration.

This is a highly visible role requiring strategic judgement, relationship leadership, negotiation at senior level, and delivery of complex institutional initiatives.

DUTIES AND RESPONSIBILITIES

Using existing knowledge and expertise, this individual will work closely with strategic partnerships and research development staff to:

1. Institutional Strategy Development and Delivery

- Lead the development and implementation of CRUK MI's medium- and long-term strategic plan, working closely with the Director and Institute Leadership Team.
- Align Institute strategy with Cancer Research UK priorities and the broader Manchester cancer ecosystem.
- Translate strategic ambitions into deliverable institutional initiatives, with clear governance, milestones and outcomes.
- Monitor the external cancer research landscape (UK and international) to identify emerging risks, opportunities and positioning strategies.

2. Strategic Partnerships (University and NHS)

- Develop and manage high-level strategic relationships with senior academic leadership at The University of Manchester and The Christie.
- Establish clear, functional partnership frameworks covering:
 - Joint academic appointments
 - Clinical-academic career pathways
 - Shared PhD studentships and training models
 - Joint supervision and governance arrangements
 - Co-investment in infrastructure and platforms
- Support alignment of CRUK MI with Manchester Cancer research structures and related strategic programmes.
- Negotiate complex agreements and oversee delivery of joint institutional commitments.



- Act as a senior ambassador for CRUK MI within cross-institutional boards and committees.

3. Major Strategic Initiatives

- Lead development of major institute-wide initiatives including:
 - Senior recruitment campaigns
 - Programme-level funding bids
 - Institute-level external funding renewals or expansions
 - Large-scale collaborative grants
- Work directly with Group Leaders and leadership teams to develop high-value strategic funding applications.
- Oversee the coordination of multi-partner submissions requiring institutional alignment and co-funding.

4. Funder Engagement and Portfolio Diversification

- Develop and deliver a proactive funder engagement strategy beyond core CRUK funding.
- Build senior relationships with:
 - Medical Research Council (MRC)
 - Major UKRI councils
 - International cancer charities
 - Philanthropic foundations
 - Global funding bodies
- Lead strategic engagement with the commercial and non-commercial funding community, identifying co-funding and partnership opportunities.
- Represent CRUK MI in national and international meetings and funding forums.
- Track and analyse funding trends to inform Institute positioning and investment strategy.

5. Relationship Leadership and Representation

- Act as a trusted senior adviser to the Director and leadership team.
- Build strong internal relationships with Group Leaders, Programme Leads and professional services.
- Represent CRUK MI to CRUK central leadership and relevant Boards where required.
- Operate with credibility and influence in complex, matrix environments, where authority derives from strategic influence rather than line management.
- Lead or contribute to cross-organisational partnership initiatives in coordination with CRUK central teams.



6. Governance, Performance and Resource Oversight

- Develop appropriate governance frameworks for partnerships and strategic initiatives.
- Oversee relevant budgets linked to strategic initiatives and partnership programmes.
- Ensure delivery of partnership objectives within agreed timelines and financial parameters.
- Prepare high-level briefing papers and reports for senior leadership and Boards.

7. Team Leadership and Capability Development

- Build and lead a high-performing strategy and partnerships function.
- Foster a culture of collaboration, delivery, professionalism and continuous improvement.
- Develop institutional capability in partnership development and strategic bid leadership.
- Support leadership development and succession planning aligned with Institute ambitions.

Undertake any other duties as requested by the Director of the CRUK Manchester Institute



STANDARDS OF PERFORMANCE

- Work efficiently, cost-effectively and in a flexible manner
 - Effective communications to be maintained with staff at all levels
 - To meet objectives within pre-determined timescales
 - Strict adherence to protocols and Institute policies
 - To comply with Health & Safety requirements, including having an awareness of personal responsibilities to maintain a safe working environment
 - To contribute to an environment that is conducive to mental health and wellbeing
 - To contribute to the University's agenda for social responsibility, including sustainability
 - To maintain confidentiality of information in line with data protection requirements and University policy
 - Familiarise themselves with the University's Equality and Diversity policies and to actively support these wherever possible
 - Be a team player.
 - Strive to accomplish high quality of work.
 - The appointment may be subject to Disclosure Barring Service (DBS) Criminal Records clearance (formerly CRB clearance, for work with young people under 18 and vulnerable adults).
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PERSON SPECIFICATION

The person specification should set out the qualifications, experience, skills, knowledge, personal attributes, interests, other requirements which the post holder requires to perform the job to a satisfactory level

Job Title: Associate Director for Strategy and Partnerships (P4)

Table with 3 columns: ESSENTIAL, DESIRABLE, METHOD OF ASSESSMENT. Rows include QUALIFICATIONS and EXPERIENCE.



SKILLS	<ul style="list-style-type: none">• Outstanding negotiation, influencing and relationship management skills• Strategic thinker able to translate high-level ambition into operational delivery.• Excellent written and verbal communication skills, including preparation of Board-level papers.• Customer focused• Negotiation and influencing skills• Problem solving skills and ability to anticipate potential challenges• Project Management skills, with the ability to manage multiple projects• Proven ability to analyse situations and provide effective solutions• Presentation skills		Interview, CV/CV coversheet and references
KNOWLEDGE	<ul style="list-style-type: none">• Awareness of the current key issues facing Universities and NHS Trusts in developing and managing a research agenda• Knowledge of office systems, processes and technologies		Interview, CV/CV coversheet and references



<p>OTHER</p>	<ul style="list-style-type: none">• Willingness to travel.• Highly relational and collaborative.• Credible and confident at senior institutional level.• Comfortable with ambiguity and complexity.• Strategic yet delivery focused.• Discreet and trusted with sensitive institutional information.• Committed to equality, diversity and inclusion in research leadership.• Works independently with minimal supervision• To show commitment to equality and fairness and integrity in dealing with others• To be willing to work across organisational boundaries.• To seek new knowledge and share ideas.• To be open and responsive to change and innovation.		<p>Interview, CV and referees comments</p>
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THE CITY OF MANCHESTER AND THE REGION

Manchester is one of the great European cities and the Cancer Research UK Manchester Institute is located a short distance from the city centre and is serviced by regular public transport to the city centre. The city's architecture represents one of the high points of Victorian achievement. The modern city is a major centre of banking, commerce and manufacturing.



It is consistently ranked as the best liveable city in the UK by the Economist Intelligence Unit. In 2021, Manchester was ranked in the top 3 of the TimeOut World's Best Cities list with the comment, "the friendliest city with the best community spirit and top-notch nightlife including its Gay Village and Northern Quarter in the heart of the city." It has a highly cosmopolitan atmosphere, and its cultural life is internationally renowned.

Manchester offers extensive provision for research. Library facilities include the John Rylands University Library (the major library in the North West and the third largest in the country) and the Manchester Central Reference Library.



Housing is varied, plentiful and the price ranges can start moderately priced and are as varied as the requirements. Schooling ranges from world-famous private schools to excellent sixth-form colleges and comprehensives.

Manchester is well served by a major international airport, with direct scheduled flights to many destinations in Europe as well as North America and Asia. Some of the most beautiful countryside in Europe is just short of an hour's drive from the Institute in the Peak District National Park, while the Lake District and Snowdonia in Wales are also within easy reach.





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Manchester Piccadilly railway station has been refurbished and is served by inter-city and other train services – with a direct link to Manchester Airport. The network of Metrolink tram services offers an alternative mode of public transport from certain parts of the conurbation and includes connections near to the Institute.

There are three outstanding professional theatre companies, the halls of the Hallé and BBC Philharmonic orchestras, the Cornerhouse as well as other cinemas, and Europe's fastest-growing Chinatown.

Amongst the developments enriching the area's cultural life have been the opening of the Lowry Centre and Media City at Salford Quays; the opening of the Bridgewater Concert Hall; the refurbishment of the City Art Gallery; the opening of Urbis in the centre of Manchester and of the Imperial War Museum North, designed by Daniel Libeskind, in Trafford.



Trafford, specifically Old Trafford, is known internationally for sport, it is a venue for Test cricket and the home of Manchester United FC. The Commonwealth Games were held in Manchester in 2002 and were highly acclaimed. The Commonwealth Stadium became the home of Manchester City FC in 2003.





OUR BENEFITS PACKAGE

Facilities and General Discounts

We have a wide range of fantastic facilities for you including coffee shops, cafes, and restaurants in various buildings on Oxford Road, library, museum, art gallery, theatre (providing music and drama) and the world-famous radio telescope at Jodrell Bank. You can attend a varied programme of events at these, many of which are free to staff. Staff also have a plethora of discounts available to them on fitness, entertainment, restaurants, hotels, supermarkets, and online retailers.

Health and Fitness

We have a fantastic range of sports and fitness programmes across three of the best sports facilities in the city of Manchester. Each of our facilities provides something for everyone and are in convenient locations across Oxford Road, Fallowfield and all the way into the City Centre. Staff have a discounted membership to these facilities.

Wellbeing

The Institute is committed to supporting staff wellbeing and have a range of resources available. This includes a free 24/7 helpline through our Employee Assistance Programme which allows staff to talk in confidence to trained counsellors and advisers on areas like emotional, physical, and mental health.

The University's counselling service offers confidential help with any personal issues affecting work, self-esteem, relationships, sexuality, mental health and general well-being. It is accessible to all staff and is part of a wider network of help and support; and can advise on where else to seek help and make referrals to NHS mental health services.

The University's Occupational Health service provides confidential services to protect the health of staff and ensures that all health issues are effectively managed. Additionally, the Institute has wellbeing working groups and employee champions to support staff.

We offer a generous annual leave allowance of 32 days per year, (pro rata for part time staff) plus bank holidays for England. The Institute gifts an additional day's leave on Christmas Eve.

Travel

The Institute is committed to reducing its environmental impact and actively supports and promotes travel by sustainable means. We work closely with The Christie NHS Foundation Hospital to have a green travel plan that aims to provide a package of measures that increase the travel options available to staff. These options include as a Cycle to Work Scheme and annual interest-free travel loans with Northern Rail, Stagecoach and Metrolink.



Family Friendly Support

If you have childcare responsibilities the Institute can provide you with a range of support to assist you in balancing your work and home life commitments. Information is available on the government's Tax Free Childcare Scheme and The University's Workplace Nursery Scheme. We also have a range of family friendly policies and staff have the right to request to work flexibly.

Equality, Diversity, and Inclusion (EDI)

The Institute is committed to creating an environment where diversity is celebrated and everyone is treated fairly, regardless of gender, gender identity, disability, ethnicity, religion or belief, sexual orientation, marital or transgender status, age, or nationality. The Institute has an EDI committee which provides leadership, drive and strategic direction on equality, diversity, and inclusion across all parts of the Institute. The committee will seek to promote cultural change and ensure that the EDI action plan is embedded across all functions of the Institute.

Personal Development

Whether you are a research scientist, technical or operational staff, you will receive excellent on the job training and an opportunity to share skills experience and expertise in a collaborative environment. The Institute has a range of training available for support and professional development.

Disability

The Institute is committed to providing a positive working environment free from discrimination, harassment, or victimisation due to a disability where all staff are treated with respect and dignity. The Institute has access to a Disability Advisory and Support Service (DASS) which has a dedicated disability adviser for staff to provide advice, guidance and support about a range of practical adjustments in the workplace.

Pension

We have two generous pension schemes to provide benefits for you and your family. For more details, please contact the HR department.





ADDITIONAL RECRUITMENT AND SELECTION PARTICULARS

Shortlisted Candidates:

1. We will reimburse reasonable travel expenses. You need to retain all your receipts, as you will need to submit these with your expense claim form. This form will be given to you when you attend your interview.
2. If candidates require accommodation the Institute can arrange this for you. Please notify the HR Department as soon as possible so that this can be arranged on:
Tel: +44 (0)161 200 8870 or (0)161 306 3183
Email: jobs@cruk.manchester.ac.uk.

*Please note that reimbursement for accommodation may **not** apply.*

3. If candidates have any additional support needs to enable them to attend an interview, they will be able to request/discuss this with the HR department when arranging the interview.
4. Shortlisted candidates may be expected to complete a presentation as part of the selection process. Information regarding the duration and title of the presentation will be provided in the invitation to interview correspondence. We supply both laptop and projector for presentations.
5. All dates and times stated in correspondence from the Institute refer to UK BST (British Summer Time).
6. Candidates need to bring along their passport to interview, a copy of which will be taken for our records, when you visit the Institute. If candidates have difficulty in producing their passport, please contact the HR Department prior to the interview on:
Tel: +44 (0)161 200 8870 or 0161 306 3183
Email: jobs@cruk.manchester.ac.uk

7. **MS Teams or Zoom interview with or without presentation:**

Instances may arise where we propose to hold an online interview as a (first stage) selection process. If this is the preferred method of interview, this will be stated on your invite to interview email. You will be provided with a link and password to attend the interview at a specified time on a specified date. This



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link will redirect you to your MS Teams/Zoom interview. 24 hours prior to interview we will require:

- A contact telephone number emailed to jobs@cruk.manchester.ac.uk along with a scanned copy of passport for ID purposes
- Where applicable, a copy of your presentation emailed to: jobs@cruk.manchester.ac.uk.

Please note:

You do not have to have a Zoom account to attend a Zoom interview. You will be prompted to download the software, once you have clicked on the link that you have been provided. You do, however, need to have a working microphone and camera connected to your electronic device, for this interview to go ahead.

The criteria will be consistent with all other candidates.





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STANDARD CRUK MANCHESTER INSTITUTE TERMS AND CONDITIONS

The following is a basic summary of the standard terms and conditions applicable to the post you have applied for:

- The post, Associate Director for Strategy and Partnerships, is on a Cancer Research UK salary. It's on a P4 grade. Starting salary of circa £80,000 per annum (dependent upon experience).
- Your employment will be with The University of Manchester appointed under The Cancer Research UK Manchester Institute terms and conditions.
- Salary is paid monthly.
- There are 32 days holiday per year plus Bank Holidays for England.
- Duration of contract is permanent.
- 35 hour week.
- There is a probationary period attached to this post of 6 months. It's standard for many organisations now and consists of two 3-monthly reviews with your line manager.
- You are eligible to join the USS (<https://www.uss.co.uk/>) pension scheme.
- You may be eligible to claim relocation expenses in accordance with the criteria listed in the Institute's Relocation Policy.
- Any offer made by the Cancer Research UK Manchester Institute would require the successful candidate to undergo a medical clearance. This is arranged with Occupational Health department at The University of Manchester prior to starting employment and consists of a basic medical. This is to address and gain clearance for any potential hazards identified for the role on offer.
- Offer is subject to receipt of satisfactory references and proof of your highest qualification.
- Offer is subject to documented evidence of your right to work in the UK under the Home Office UK Border Agency Regulations.



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- The successful candidate is required to complete a Rehabilitation of Offenders/Criminal Records declaration form at the offer stage of the process. *Please note a criminal record will not necessarily be a bar to obtaining a position.*
- The Institute is promoting a green travel plan and there are staff benefits promoting this including a cycle to work scheme and the use of public transport. There are strong links to bus routes and trains to all CRUK Manchester Institute locations. More information about this can be found on our 'Our Benefits Package' page or by contacting the HR Department.

Please note there are car parking restrictions imposed around these sites.



**DON'T FORGET TO FOLLOW US ON SOCIAL
MEDIA**
#LifeAtCRUKMI

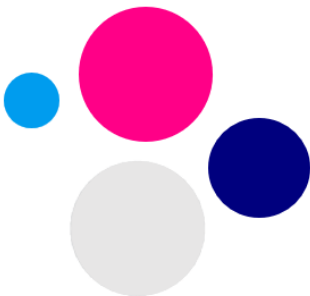


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**THANK
YOU!**



Cancer Research UK Manchester Institute is a Research Institute within
The University of Manchester and is core funded by Cancer Research UK