

Role Purpose:

To provide functional and direct team leadership to CPI's Bid/Proposal Development team to support the influencing of funders to create suitable calls (national and regional) and then identify, develop and secure CR&D funding required to support the development of CPI's technical capability to align with CPI Strategy overall and demonstrate clear Impact delivery for the UK. You will lead an agile function to submit compelling, differentiated bids to secure funding against a well-managed pipeline of Order Intake target (to allow CPI Business Unit revenue delivery against those orders) and monitor feedback to ensure continuous improvement to develop CPI bid/proposal capability and performance, to deliver CPI success.

You will undertake and lead the team to support end-to-end development of funding bids from influencing call creation via stakeholder engagements, consortium formation, then internal process control of bid/no-bid through to contract award and budget tracking. You will sustain collaborative relationships with partners and clients based upon trust, robust research and technical excellence to develop and maintain a sustainable funding pipeline. You will be responsible for bid governance and ensuring compliance with all relevant funding criteria prior to contract award.

Key Responsibilities:

- To maintain consistent and documented compliance with all relevant Safety, Health and Environmental (SHE), Quality and best practice requirements.
- To manage a team to identify potential CR&D bid opportunities from a wide range of accessible funding sources and manage the prioritisation of resources for targeting and winning such capability building proposals, in a well-managed pipeline, where financial / win-rate targets are well understood and easily tracked and communicated for business management requirements.

Opportunity Scanning

- To build effective collaboration with the CPI team involved in influencing funders to create suitable calls (e.g. Strategic Marketing, Strategic Opportunities and Programme Managers, Technology and Innovation Officers (TIO's), Strategic Partnerships) and to ensure that bidding is aligned to business strategy and that relevant collaborative partners, with the capacity to provide relevant match funding are identified and engaged (leveraging Business Development (BD) contacts) to ensure winning bid submissions.
- To lead development and maintenance of a strategic network of funding bodies (using a range of CPI staff for funder engagement) and develop an external profile and relationships which maintains CPI at 'front of mind' with potential funders and commercial collaborators.
- To identify and define CPI capabilities which can be leveraged in CRD programmes and thus be enhanced for future higher impact potential and coordinate effective, collaborative relationships both internally and externally with capability partners, funding partners and clients.
- To maintain a technical knowledge library for capabilities (in partnership with TIO's) along with data sources, references and potential funding sources to marry what is needed in the market (partnership with Strategic Marketing/BD) with what is possible from CPI capabilities.

Bid Development

- To create a high performing Centre of Excellence function for CPI bid development as the means to fund key strategic Technology Capability developments.

- To develop and execute a consistent and continuously improving bid development strategy.
- To evaluate and prioritise bid opportunities aligned to CPI capability and potential success and make bid/no-bid recommendations to the Business Unit.
- To ensure bid delivery capability and cost is integrated into bid development from the initiation phase to ensure bids are supported by rigorous pricing frameworks and reflect grant requirements.
- To lead robust due diligence of potential bids with colleagues and external partners to verify a sound business opportunity exists for potential bids.
- To identify and manage commercial, technical and reputational risk at pre-bid stage.
- To be accountable for agreeing and delivering to bid deadlines.
- To build and manage high potential R&D collaboration networks and contract with as bid opportunities emerge.
- To coordinate the diverse skills, knowledge and capability available across CPI and to achieve the highest quality, compelling bid and/or proposal submissions in partnership with Strategic Marketing/TIO's etc.
- To be responsible for identifying, building, writing and submitting public-private bids/proposals aligned with CPI's business strategy and technical capability.
- To coordinate external bid partners to ensure a cohesive high-quality bid is submitted on time and to budget.
- To coordinate submission of Pre-Qualification Questionnaires (PQQs), Requests For Information (RFIs), Invitations To Tender (ITTs), Requests For Quotation or Proposal (RFQs or RFPs).
- To build collaborative bid teams to deliver financial, technology, operational and framework compliance rigour.
- To lead bid 'Storyboarding' workshops with bid teams to develop proposal themes, benefit responses and structure.

Bid award

- To manage and coach the team to collaborate early with project management teams to transition winning bids into project initiation, implementation and delivery.
- To work collaboratively with Project Management team to ensure all bid submissions are tracked through relevant Impact measurement frameworks
- To be accountable for a delegated public-private funding portfolio and provide performance reports in agreed format.
- To create and maintain CPI's bid methodology, document management and templates to develop organisational learning.
- To maintain collaborative involvement with project delivery to ensure learning is built into subsequent bids and contacts for ongoing bid development.

Direct reports: Up to 5 direct reports

Person specification

Education / Qualifications:

Essential:	Desirable:
Educated to Degree level (or equivalent) in a science, engineering or business-related subject combined with an ability to integrate multi-disciplinary teams.	Postgraduate research degree science, engineering, or business-related discipline.

Competencies and behaviours	
<p style="text-align: center;">Leadership (Guiding)</p> <ul style="list-style-type: none"> Leads people with confidence and is empathetic. Displays flexibility in leadership styles in order to tell/sell/involve and delegate. Empowers others to constantly achieve and strive to exceed personal and company objectives. Talks beyond today, about future possibilities optimistically, showing others how they can benefit and contribute to the business. 	<p style="text-align: center;">Decision Making (Guiding)</p> <ul style="list-style-type: none"> Leads and facilitates a group to a decision from complex, inconclusive or contradictory data, prioritising the needs of CPI. Evaluates options by considering short term consequences and long-term gains. Uses correct communication method to present a case so that it has greatest persuasive impact. Is regularly sought out by colleagues for advice and solutions.
<p style="text-align: center;">Communication (Guiding)</p> <ul style="list-style-type: none"> Personally takes the lead in creating an environment that encourages open and honest communication at all levels in the organisation. Motivates and influences others via their communications. Adapts communication style and format recognising individuals' different needs/ motivations. Communicates corporate message with conviction and enthusiasm and thereby promotes commitment and belief in others. 	<p style="text-align: center;">Developing self and others (Shaping)</p> <ul style="list-style-type: none"> Intervenes to address sources of lagging performance. Provides challenging and stretching tasks and assignments to develop others. Highly effective at supporting high performers and addressing underperformance through effective, constructive and open dialogue. Collects information on performance and evidence of behaviours, and uses it effectively to improve individual and team performance.
<p style="text-align: center;">Collaboration (Guiding)</p> <ul style="list-style-type: none"> Displays a collaborative style in day-to-day working whilst motivating others to achieve optimal performance and results. Develops relationships which facilitate the resolution of complex tasks and can apply different techniques to effectively mitigate any conflict. Can negotiate skilfully in tough situations with all stakeholders. 	<p style="text-align: center;">Delivery (Guiding)</p> <ul style="list-style-type: none"> Demonstrates the ability to prepare, gain approval of, refine and update business cases that justify the initiation of a project. Displays the ability to manage stakeholders, taking account of their levels of influence and particular interests. Ensures actions and decisions within the team are aligned with CPI's priorities. Anticipates how team objectives must adapt and stretch to respond to change.

Knowledge and Experience:

Essential:	Desirable:
<p>Demonstrates a substantial track record of developing teams which operate in complex environments and can manage the complexity of competing priorities.</p>	<p>Will possess significant expertise relevant to the market sectors and/or technology areas in which CPI operates.</p>
<p>Demonstrates a substantial track record of operating effectively in a matrixed organisation where priorities shift and a need to respond rapidly to evolving unexpected priorities is common place. A calming reassurance is required to ensure target delivery is achieved with a “commercial”/target-focussed mindset and a well tracked delivery forecast is in hand.</p>	