

## JOB DESCRIPTION

Job Title:	Innovate UK Business Growth Innovation & Growth Specialist
Reports to:	Innovate UK Business Growth Project Manager
Location:	Hybrid – Working from Home and London office based (3 days)
Contract:	Fixed Term Contract until 31 March 2026 (great possibility of extension)

### About London Chamber of Commerce and Industry

London Chamber of Commerce and Industry (LCCI) is London's key hub for the business community, we support members' businesses through a range of services, advocate on behalf of London's business community in the most important forums of policy debate, and promote 'Global London' as the best city in the world to do business – whether that's to trade, invest, learn, or find new commercial partners.

We are the champions of London's business community. We are the capital's critical commercial and policy connector and a force multiplier that generates greater shared prosperity for London and the whole of the UK. We strive to make London the exemplar for sustainable economic growth and promote London as the best city in the world for business, trade and investment, putting Global London at the heart of the new Global Britain.

LCCI is the very centre of London's business community, we support our members, make connections to spark new opportunity, and champion the needs and interests of London businesses at home and abroad. We work tirelessly to connect our members with new opportunities for trade, investment and partnership around the world, all in the service of shared sustainable prosperity.

### About Innovate UK

Innovate UK is the UK's innovation agency. We live to drive economic growth by:

- Inspiring innovators with a shared vision of the future economy
- Involving diverse talents, companies, investors and local/national stakeholders in innovation through our programmes and campaigns
- Investing resources, including grants, loans and advice on skills, fundraising and scaling-up

Innovate UK is seeking to accomplish: "a strategic shift to focus on the growth of innovative companies rather than just the success of innovative projects" ([Building the Future Economy: Plan for Action for UK Business Innovation, 2021](#)). That is because more innovative UK businesses growing and scaling globally means a strong and sustainable future UK economy. The innovation agency has charged Innovate UK Business Growth with a key role in accomplishing this strategic shift.

Bringing our wrap around support for innovative businesses under one umbrella, the Innovate UK Business Growth goal is that more of the companies we work with will be better

quality, investor ready and have the very best chance to go onto grow and scale on a global stage.

## Purpose of the role

The purpose of the job is to contribute to the successful delivery of the Innovate UK Business Growth offer at LCCI.

The role will support some of the most ambitious, high growth potential innovative businesses in London and help them to survive, stabilise and grow. In tandem, the role will also focus on helping companies to benefit from national and global opportunities so companies could become tomorrow's global success stories.

The Innovation & Growth Specialist will be of exceptional high calibre and capable of being a combination of coach, mentor, critical friend, and champion to this exceedingly demanding group of client companies. It is mandatory to have some experience of supporting and advising SMEs and the senior management teams at various stages of the business life cycle.

## Key Responsibilities

- To act as strategic coach and mentor to clients to support them in developing their own long-term innovation commercialisation plans. To support them in developing a growth strategy and their own long term innovative operations and help them expand to new markets making use of Innovate UK Business Connect, and other support.
- To facilitate a holistic analysis of the business to gain an in-depth understanding of its current performance and potential for growth. To assist clients to prioritise matters and stabilise the business, address short-term issues, and identify potential courses of action.
- Identify innovative businesses with the best growth potential.
- To know and understand the regional, national, and international supports available for businesses.
- To select business support services that meet the agreed needs, from the full range of private and public sector providers. Maintain knowledge of network, through attendance at events and other networking opportunities.
- To identify business needs and signpost as necessary and appropriate. To work with companies to develop an innovation commercialisation strategy and tailor available support to deliver the objectives.
- Collaborate with other teams within the Innovate UK Business Growth consortium and at the LCCI to deliver on the project objectives.
- To be part of an innovative culture within the Company.

## General Responsibilities

- Use of Salesforce

- Contribute to team objectives and targets.
- Demonstrate flexible and adaptable approach to business needs at any given time
- Travel within the UK is anticipated
- Resolve service delivery issues and complaints quickly and effectively in accordance with Chamber policy, recommending improvements and escalating where appropriate.
- Ensure processes and activities are fully compliant with Chamber protocols and legislation including data protection and marketing communications.
- Reflect the LCCI's values, demonstrating high levels of professional performance and behavioural standards, always seeking continuous improvement.
- Contribute to a motivated, respected and highly knowledgeable team of professionals focussed on overall success of the team and the Chamber.
- represent LCCI at networking events.
- Undertake any other duties as requested.

## **Skills and Aptitude**

### **Essential**

General knowledge of or specialism in one or more of the following areas:

- Funding & Finance: Experience of raising finance either through IUK/European funding or through other financial vehicles (private investment)
- Internationalisation: exposure to international collaboration and strategic partnering (challenges/processes/region specific knowledge)
- Innovation Management: a few years' experience of using innovation/strategic management tools within an SME/MNE environment
- Industrial: have at least a few years' experience working in/around an industrial environment. Understanding of supply chain and various intermediaries involved.

### **Desirable**

- Have a global mindset and experience in the legal and operational aspects of doing business abroad
- Experience within a start-up business
- Business acumen and enough experience to credibly mentor Senior Managers in development of differentiated business models