



**Health Innovation**  
Yorkshire & Humber

**Transforming Lives  
Through Innovation**



**HealthTech Innovation Engagement  
and Delivery Manager – West Yorkshire**  
**Fixed Term to 30<sup>th</sup> April 2026**

**June 2024**



**HealthTech Innovation Engagement and Delivery Manager Pack**  
including Job description and Person Specification

If you want to make a difference in Yorkshire and the Humber – and beyond – you have come to the right place. We need determined and passionate people to work with us to deliver our wide range of programmes. We want people who look at our values and think.....yes, that's just where I want to be!

We use our skills, knowledge, networks and relationships to understand the healthcare system and patient needs locally and regionally. We develop projects, programmes and initiatives that reflect the diversity of our local population and its healthcare challenges.

You will need to be adaptable, flexible and willing to embrace ambiguity. You will need excellent communication, report writing and relationship building skills, the ability to deliver at pace and expertise in programme and project management. You will be task and finish focused, bring with you a positive, professional mindset, a 'Can-do' attitude, and the ability to work and communicate with our diverse set of stakeholders.

We are looking for someone who is comfortable working across multiple projects/themes and who are agile and flexible. The main aspect of this role will be to support successful delivery of the West Yorkshire Launchpad project. Working with Health Innovation Yorkshire and also West Yorkshire Combined Authority. In addition, you will work with the West Yorkshire ICS innovation hub and our Enterprise and Innovation team, supporting SMEs and innovators and be involved in supporting the adoption of complex, transformative technologies and industry partnerships. As such, we are looking for candidates who have experience, knowledge and skills in NHS commissioning, information governance and MedTech, including the regulatory environment. Candidates with direct experience of working in the NHS or those with a commercial/digital/MedTech background are desirable. You'll be joining a committed and high performing team that focuses on patient outcomes and supporting the people of Yorkshire and the Humber. We are committed to creating and sustaining a positive and inclusive working environment for all our employees to ensure our work and our workforce represents the communities we serve.





## **How to apply**

### **Salary and terms of employment**

This is a fixed-term, full-time role to 30 April 2026, with a salary of £51,340 per annum, plus a contributory pension scheme and other benefits including flexible and agile working are available.

### **More information**

To find out more about Health Innovation Y&H please visit [Home - Health Innovation Yorkshire & Humber \(healthinnovationyh.org.uk\)](https://healthinnovationyh.org.uk), find us on Twitter [@HealthInnovYH](https://twitter.com/HealthInnovYH) and at [LinkedIn](https://www.linkedin.com/company/health-innovation-yorkshire-humber)

Applications via CV and 1 page covering letter. The covering letter should explain how your experience, skills and knowledge make you perfect for this role and why you want to work with Health Innovation Yorkshire & Humber.

Closing date is **10.07.2024** and applications should be sent to [hr@yhahsn.com](mailto:hr@yhahsn.com)

**Late applications will not be accepted.**

**Interviews will take place in the week commencing Monday 15.07.2024 via MS Teams.**



# Our values

Our values are the things that we hold dear and are important to us, reflecting how we work and who we are collectively. Through our behaviours, we apply these values internally to create a supportive and innovative culture and enable high impact collaborations with external partners and stakeholders.



## Stronger Together

We're confident in the results we can achieve when we're united with our colleagues, stakeholders and partners.

We are: **Connected, Trusting and Honest partners**



## Always Learning

Every day's a school day. We constantly develop ways to excel and work tirelessly to build our expertise.

We are: **Switched-on, Improvers and Grafters**



## People People

We love catching up for a cuppa and a natter but, more than that, we're curious to learn more about other people's perspectives.

We are: **Caring, Inclusive and Open-minded**



## Energetic Pioneers

We find new things and ideas that can make a difference to the health and prosperity of our region. This is what gets us out of bed in the morning.

We are: **Adventurous, Passionate and Resourceful**

## Purpose



**Transform lives  
through innovation**



## Vision

**Improve the health and prosperity  
of our region by unlocking the  
potential of new ideas**

## 5-year mission



Our knowledge, skills, and expertise will demonstrate that we are world leaders in unlocking innovation to address current and future health, economic, and societal challenges.

# Our 5-year strategic aims

Our strategic aims provide direction and focus for us as an organisation, supporting progress towards our mission. They provide greater detail on the 5-year ambition of the organisation, whilst providing a framework for decision-making and resource allocation.



## Strengthening our foundations

Investment in our future starts at our heart. By continuing to invest in, and develop our people's skills and leadership, we will be equipped for further growth.



## Enhance our role and reputation

We hold a unique role as trusted thought leaders with global reach. We'll use this position to drive lasting change and improve life outcomes by empowering our communities.



## Be fit for the future

We will ensure our ways of working are innovative, agile, and continually challenge the status quo. We will equip ourselves to better identify and respond to societal challenges of the future.



## Foster connections

Our continued commitment to collaboration will strengthen strategic partnerships for the benefit of our population. We will ensure visibility of our work and its impact to foster advocacy and grow new business.



## Grow our region

We will lead the way in promoting Yorkshire and the Humber and its assets to create a thriving, globally-connected innovation ecosystem. We commit to growing and diversifying our role to accelerate economic growth and prosperity, recognising our own success contributes to the region's success.



**What we will give you:**

- Salary of £51,340 pa
- 25 days holiday + 8 statutory days
- Holiday buy-back scheme via salary sacrifice
- 3 extra days to take at Christmas/New Year (set by company)
- Flexible and agile working
- Contributory matched pension (up to 10%)
- Learning and Development opportunities
- Open-plan head office in Wakefield at the side of Junction 39 of the M1
- Free parking at the head office
- Wellbeing programme
- Employee Assistance Programme/Mental Health First Aiders
- Financial wellbeing programme
- Electric Car Scheme





## **HealthTech Innovation Engagement and Delivery Manager Job Description**

### **Act as the West Yorkshire Launchpad engagement and delivery manager - reporting into both Health Innovation Network Yorkshire and Humber and West Yorkshire Combined Authority (WYCA)**

Innovate UK's Launchpad programme is aimed at supporting clusters of small and medium sized enterprises (SMEs) and the most innovative businesses to progress their ideas toward commercialisation, contributing to local economic growth. Each Launchpad has been developed in collaboration with local leadership, to strengthen innovation in targeted clusters across the UK. Each Launchpad has been developed in collaboration with local leadership, to strengthen innovation in targeted clusters across the UK.

Each Launchpad cluster benefits from various forms of support such as funding for research and development, opportunities for networking and collaboration, and access to innovation specialists including Research and Technology Organisations (RTOs).

Based in West Yorkshire, this Launchpad is dedicated to pioneering breakthroughs in technologies that will improve healthcare outcomes. Innovate UK is partnering on this Launchpad with the West Yorkshire Combined Authority.

This project seeks to support health tech entrepreneurs and businesses in West Yorkshire through engagement and value-adding activities, whilst acting as ambassadors for the region's innovation and health tech cluster maximising long-term legacy and impact.

You will

- Consolidate, curate and promote existing support for SMEs and innovators, e.g., our Propel@YH Digital Health accelerator, innovator offers from key stakeholders Medilink, Medipex, the Innovate UK 'family', NHS Innovation pop-ups.
- Host events and engagement workshops for both SMEs, innovators and cluster stakeholders to promote West Yorkshire to local, national and international businesses and investors and support B2B opportunities.







- Work to produce a dynamic innovator offer resource which signposts relevant regional support for SMEs.
- Build upon our existing funding bulletin for SMEs to produce a transparent and accessible resource for innovators seeking funding and investment.
- Amplify existing and planned activity relevant to the sector - such as Leeds Digital Festival - maximising reach and impact.
- Continue to provide expert advice and guidance to individual SMEs via our commercial team, funded via Office of Life Sciences and NHS England
- Support SMEs and entrepreneurs to develop their innovations and work with the research community to get the evidence that's needed to prove whether or not an innovation works.
- Be supporting delivery of project to introduce innovative practices, products and services into health and care organisations to make a difference to patients and staff.
- Be engaging regularly with clinicians, academics, industry representatives.
- Horizon scan a pipeline of West Yorkshire HealthTech for potential national scale and export, and socialise these companies with senior NHS decision makers.
- Produce a suite of launchpad case studies, end of project impact report and legacy plan.
- Commit to ensuring the legacy and sustainability of the launchpad cluster post-2026 - working with WYCA and key stakeholders including NHS partners and industry to strengthen and embed the cluster leadership network and horizon scan a growth trajectory across a variety of indicators including investment, place maturity and job creation.
- **Spend some of your week working embedded in the West Yorkshire Innovation Hub – supporting the Director with HealthTech innovation projects.**





- Work closely with our Enterprise and Innovation team to ensure alignment with our Office of Life Sciences portfolio and economic growth.

### **Key Duties and Responsibilities**

- Working on a variety of projects at any given time, you will manage key priorities effectively and keep all stakeholders up to date with project progress.
- Liaise with marketing and communication teams in partner organisations to ensure the Launchpad messages reach a wide innovator-based audience and other stakeholders.
- Build relationships throughout Health Innovation Yorkshire and Humber, West Yorkshire HealthTech Cluster, and our key partners to enable the proactive development and delivery of communications and engagement activity.
- Work closely with senior officers and other clinical colleagues, academics and managers to scope, design, develop and deliver key projects.
- Lead projects as directed by the Workstream Leads, Head of Portfolio and the Executive team.
- Support and advise innovators who are developing healthcare technologies to appropriate support for clinical validation, user testing, intellectual property advice etc.
- Support and advise SMEs with market ready innovations who are aiming to access NHS markets.
- Support the development of detailed documents, plans and resource allocations for projects.
- Produce regular and detailed performance reports against agreed metrics and KPIs for all projects.
- Design and organise conferences and facilitate workshops in support of projects being managed.
- Maintain all project documentation ready for review and audit.
- Provide a central resource for information about projects - including communications, updates, documentation, progress, and actions.
- Support communications, liaising with the Marketing and Communications Team as necessary.
- Send out communications to the team to update everyone on the progress of projects and any issues people need to be aware of.
- Contribute to steering group discussions.
- Actively work as a team member, contributing to initiatives that aim to improve the effectiveness of the team and organisation.





- Contribute and advise with organisational planning, business planning process.
- Demonstrate high standards of integrity when dealing with shared data or information and ensure individual and organisational confidentiality is maintained at all times.
- Deputise for Projects Leads as required.

### **Education and Professional development**

- Take every reasonable opportunity to maintain and improve professional knowledge.
- Develop own skills and knowledge and provide information to others to help individual and team development.
- Participate in personal objective setting and review, including a personal development plan.

### **Special Requirements**

- You may on occasion be required to work irregular hours in accordance with the needs of the role.
- You will routinely be expected to travel across West Yorkshire for meetings and events.

### **Health and Safety**

- Ensure that you remain compliant with health and safety regulations and accepted safe practice at all times. Report any health and safety issues or contraventions witnessed anywhere within the business to your Manager or in their absence a Director.
- Work efficiently and responsibly within all areas of the Company in a safe manner sharing good practice with colleagues.

### **General**

- You will contribute to continuous improvement of working practices.
- You will comply with all policies and procedures within the Company.
- Carry out all duties with regards to and ensuring equal opportunities and work with all employees within the Company in the fulfilment of our aims and objectives.





**Person Specification (if not stated otherwise, the specification is essential)**

**Qualifications**

- Educated to degree level or equivalent in relevant subject or equivalent relevant experience.
- Project Management qualification (Desirable).

**Knowledge & Experience**

- Working knowledge of the NHS system
- Experience of managing and delivering a number of concurrent complex project on time and within budget
- Knowledge of using techniques for planning, monitoring and controlling projects, including risk management
- Experience of producing business cases
- Experience of NHS commissioning or procurement is desirable.
- Experience of the MedTech/regulatory environment is desirable.
- Understanding of NHS/public sector policy relevant the testing and adoption of technologies.
- Commercial innovation/Life Sciences/Medtech experience is desirable
- Experience of working with Projects management software
- Awareness of budgeting and resource allocation
- Highly IT proficient
- Excellent organizational skills and presentation skills

**Qualities and abilities**

- Comfortable operating at pace and speed and able to react positively to rapidly changing circumstances
- Be comfortable and confident in engaging with a variety of senior leaders in both the public and private sectors
- Excellent communicator with the ability to ensure engagement with all stakeholders
- Excellent written communication and reporting skills
- Ability to work collaboratively
- Ability to work autonomously
- Ability to put across complex ideas simply and succinctly in order to engage stakeholder support
- Ability to quickly grasp new ideas and concepts
- Problem solving skills
- Ability to work on own initiative





**Personal characteristics**

- Resilient
- Dynamic, energetic and resourceful
- Committed to diversity, equality and inclusion
- Professional and organised approach
- Proactive and results orientated
- An attitude of continuous improvement and innovation

**Other**

- Ability and willingness to undertake occasional travel within the UK

