

Position Title:	PreSeed Investments Manager
Reports To:	Commercialisation Manager
Direct Reports:	Nil
Group:	Partnerships
Key Relationships:	Partnerships team, Science groups and teams, Project leaders, Financial team, Strategy and Communications, Kiwi Innovation Network and external IP and technology organisations and innovators
Location:	Lincoln, Christchurch or Grasslands Campus Palmerston North
Date:	2025

WHO WE ARE

We are passionate innovators, dedicated to making a difference to the future of Aotearoa New Zealand by delivering world-leading research and through complex problem solving across diverse agricultural areas. We are respected by the scientific community for thought leadership, trusted by industry partners for the value we add to the sector, and highly regarded by farmers and governmental stakeholders for all that we do to keep Aotearoa New Zealand at the forefront of global agricultural excellence.

We go beyond innovation to maintain AgResearch's role as a leading collaborator and contributor to Aotearoa New Zealand's worldwide agricultural reputation.

Our Vision is to drive economic prosperity by transforming agriculture while incorporating the fundamental concepts of sustainability, environmental responsibility, and Mātauranga Māori.

POSITION SCOPE & PURPOSE

Reporting directly to the Commercialisation Manager, the PreSeed Investments Manager is responsible for helping AgResearch fulfil its Core Purpose through the transfer of technology and knowledge. The PreSeed Investment Manager contributes to AgResearch's Core Purpose by identifying novel research outcomes and innovation, assessing which method(s) of technology or knowledge transfer will achieve the greatest benefit to New Zealand and investing AgResearch's internal investment fund (PreSeed) into research outcomes and innovation in accordance with AgResearch's internal policies and processes. A key purpose of the role is to build an Intellectual Property (IP) pipeline for AgResearch and be the go-to person for initial commercialisation questions.

The role will regularly interact and work closely with all Partnerships staff, Science Group, Team and Project Leaders and externally with the Kiwi Innovation Network, IP and technology organisations and innovators.



The role is expected to develop strong working relationships across the organisation and to plan, organise, define and deliver agreed project milestones within the requisite timeframes on budget, within scope and with a high quality of deliverables.

National travel will be required.

KEY ACCOUNTABILITY AREAS

PRESEED INVESTMENT FUND MANAGEMENT

- Lead the management of AgResearch's PreSeed investment fund by receiving invention disclosures, making assessments and investment recommendations, monitoring and reporting investment delivery.
- Analyse proposals to support decision making using market analysis and financial assessments to consider freedom to operate, patent opposition, licence opportunities.
- Work with the Commercialisation Manager and Investment Committee with investment recommendations, including recommendations to terminate projects that are no longer commercially viable or strategically aligned to the business of AgResearch.
- Assist the Commercialisation Manager to prepare PreSeed investment forecasts by identifying research areas that are likely to generate novel research outcomes and innovation in the near future, liaising with researchers and prioritising investment opportunities in accordance with AgResearch's internal investment policies and processes. i.e. IP commercialisation pipeline development / Flagships.
- Analyse and report on key PreSeed metrics required by the Commercialisation Manager for reporting to the Executive Team (ET) and Board throughout the year. Work with Commercialisation Administrator to ensure all reporting of PreSeed is delivered in a timely and accurate manner.

PRESEED PROJECTS

- Work with researchers to establish milestones and costings for PreSeed projects and prepare investments cases.
- Provide business development support to PreSeed & Investment projects and project applications, developing and maintaining relationships with external funding partners and closing deals with such partners as necessary
- Manage and be accountable for working with researchers to ensure the timely delivery of PreSeed & Investment projects, providing regular reports to the Commercialisation Manager and adjusting project timeframes and costings as required to reflect progress.
- Work with the Commercialisation Manager and IP Manger to access any freedom to operate or required IP.

FINANCIAL AND RISK ANALYSIS

- Manage and maintain current analysis of risks surrounding PreSeed investments and implement effective risk management strategies



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- Utilise market research and other information as necessary to build investment case assessments for projects, developing robust financial models for interrogation
- Provide guidance and commercial insights to researchers to improve the robustness of their PreSeed applications.

MARKET RESEARCH

- Support PreSeed projects by developing and maintaining market awareness in areas relevant to PreSeed projects
- Develop a strategic approach towards relevant market analysis to support PreSeed investment decision making opportunities.
- Manage and control market intelligence to be made available to all relevant stakeholders to assist with market development opportunities
- Undertake specific research on areas identified as of importance to the PreSeed fund.

COMMUNICATION

- Assist with engagement of employees to convey IP and PreSeed funding opportunities, procedures and timelines.
- In conjunction with Comms & Marketing Ensure P&P information on share-point sites, internal drives, the intranet and external web are accurate and reflect the status of projects and people.
- Work with the Communication and Marketing Teams to share success stories.
- Design and develop relevant commercialisation training material and courses for AgResearch scientists.

HEALTH AND SAFETY

- Maintain current knowledge and comply with all AgResearch's health, safety and wellbeing (Te Whare Tapa Whā), policies, frameworks, systems, and procedures.
- Identify and report incidents, hazards, near misses and safety observations via AgResearch's health and safety reporting system.
- Demonstrate safe and healthy workplace behaviour by taking all practicable steps to ensure your own and other's safety and wellbeing in the workplace.

ORGANISATIONAL OBJECTIVES

- Applies and implements prescribed project management methodology into all project work.
- Applies principles of continuous improvement by taking ownership for identification, analysis and investigation of work-related matters with the intent to improve, manage compliance and initiate best practice in our place of work.
- Actively participates in developing capability to strive towards our responsibilities as a tiriti partner. This includes, Te Tiriti o Waitangi training, te reo Māori me ōna tikanga, cultural bias training and actively supporting Māori employees in order to mitigate inequities.
- Ensures that all information created or received during the course of your work is managed as per



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[AgResearch Information Management policy](#). This includes naming, storing, classifying and ensuring it is available to other staff as per the policy.

- Actively participates in AgResearch performance process including setting objectives and having a robust development plan. Proactively and constructively contributes to performance conversations and personal development.
- Takes responsibility to understand and apply AgResearch policy, processes, systems, and procedures on a daily basis.
- Commits to accurate and timely information sharing and recordkeeping as per set organisational standards.
- Performs additional tasks, duties and/or responsibilities as directed by your people leader.
- The accountabilities set out above are not exhaustive. Therefore, it may be necessary for you to undertake other reasonable accountabilities as required, which are within your abilities.

PERSON SPECIFICATIONS

The person best suited to this position will possess the following:

EDUCATION & QUALIFICATIONS

- Relevant tertiary qualification in either business, law or science
- 5+ years business development or commercialisation practices

CAPABILITIES & EXPERIENCE

- Has a clear understanding of intellectual property principals, and commercialisation practices and relevant legislation
- Has a proven track record in commercial contract management
- Has superior Excel and MS Office skills.
- Experience or exposure to the Agricultural Research sector preferred
- Has a proven track record understanding complex information and having robust / credible conversations with stakeholders
- Has a proven track record of researching and sourcing information from a range of sources and analysing the results.
- Project management skills preferred
- Ability to build effective reporting models



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COMPETENCIES

Organisational wide competencies – these are the competencies determined by the organisation as critical to every role.	
Accountability	Accepts responsibility for one’s actions regardless of outcomes.
Caring About People	Displays sensitivity towards the attitudes, feelings, or circumstances of others.
Developing People	Provides support, coaching, training, and career direction to others.
Integrity	Acts honestly in accordance with moral or ethical principles
Driving Results	Accomplishes goals, completes tasks, and achieves results.
Leveraging Diversity	Respects and values individual differences to obtain a desired effect or result.
Relationship Building	Develops collaborative relationships to facilitate current and future objectives.
Self-Development	Actively acquires new knowledge and skills to remain current with and/or grow beyond job requirements.
Role based competencies – these are the competencies required to perform this role.	
Flexibility	Changes direction as appropriate based on new ideas, approaches, and strategies.
Planning & Organising	Coordinates and directs activities to help achieve business objectives.
Quality Focus	Strives to meet quality standards and produce quality work products.
Presenting to Others	Conveys ideas and information to groups.
Networking	Builds and maintains a system of strategic business connections.
Industry Insights	Applies knowledge of industry trends and outlooks to achieve organizational goals and objectives.
Teamwork	Collaborates with others to achieve goals.
Financial Insight	Applies financial knowledge to achieve organizational goals and objectives.
Driving Innovation	Stimulates creative ideas and perspectives that add value.
Customer Focus	Provides courteous, timely, and helpful service to encourage client loyalty.



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