

Business Development Manager University at Buffalo

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Posted Mar. 26, 2025, set to expire Jul. 23, 2025

Job Title Business Development Manager
Department Business and Entrepreneur Partnerships
Institution University at Buffalo
Buffalo, New York

Date Posted Mar. 26, 2025

Application Deadline 03/03/2026
Position Start Date Available immediately

Job Categories Director/Manager

Academic Field(s) Public Relations/Marketing
Development/Institutional Advancement

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Job Description

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Business Development Manager

Position Information

Position Title: Business Development Manager

Department: Business and Entrepreneur Partnerships

Posting Link: <https://www.ubjobs.buffalo.edu/postings/56083>

Job Type: Full-Time

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Posting Detail Information

Position Summary

UB Business and Entrepreneur Partnerships (BEP) is seeking a **Business Development Manager** to foster innovative research and economic growth in the Western New York Community. You will work with diverse faculty, companies and community partners to foster research and development collaborations that solve real-world problems and promote workforce development. In this role you will be part of the BEP team and principally support the Center of Excellence in Materials Informatics (CMI). The Business Development Manager is responsible for corporate prospect identification, project development & management, partner engagement, managing related contracts, interacting with UB faculty and researchers, and ongoing relationship management.

Key Responsibilities Include:

- **Connecting Industry to University:** Form corporate partnerships, including CMI funded and co-funded research and development projects, proposals with industry partners to New York State grant programs (e.g. FuzeHub, NYSERDA, etc.), and workforce development projects.
- **Prospecting:** Collaborate with BEP Marketing team to develop the CMI marketing and business development plans. Collaborate with other BEP Business Development Managers across other UB NYSTAR pillars to perform multi-channel outreach, leveraging internal and external referral networks, and attend, present, and exhibit at conferences, workshops and company meetings to identify and develop new prospects.
- **Relationship Management:** Build and maintain strong relationships with company partners and prospects, as well as expert faculty and service centers at the University at Buffalo to support CMI activities. Work with companies and faculty to select and develop R&D project plans and proposals. Coordinate with internal units (such as BEP Finance, Technology Transfer and Sponsored Projects Services) to develop and formalize industry partnerships through contracts.
- **Outreach and Education:** Collaborate with internal and external parties on development and implementation of programming, marketing communications, and public relations activities related to business development, such as hosting conferences and seminars and production.

You will be successful in this role if you are driven by making an impact in the community, finding creative solutions to get results, enjoy engaging with diverse perspectives, and collaborating with and influencing others.

We welcome candidates whose experience has prepared them to contribute to our commitment to diversity and excellence. Women, minorities, individuals with disabilities and veterans are encouraged to apply. Please visit our [Careers](#) page

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Learn more:

- Our [benefits](#), where we prioritize your well-being and success to enhance every aspect of your life.
- Being a part of the [University at Buffalo community](#).

As an Equal Opportunity / Affirmative Action employer, the Research Foundation will not discriminate in its employment practices due to an applicants race, color, religion, sex, sexual orientation, gender identity, national origin and veteran or disability status.

Minimum Qualifications

- Bachelors degree in engineering, engineering technology or physical sciences and a minimum of three (3) years of related business development or product development experience in industry, academic, governmental, or economic development setting. (*The requirement may be satisfied by an equivalent combination of education and experience*)
- Willingness to visit local companies, customers and faculty.
- Self-motivated to achieve unit and program goals and objectives.
- Excellent communication capabilities, including strong presentation and written skills.
- Proficiency in development and management of formal business engagements.
- Strong Microsoft Office proficiency, particularly in Word and Excel.
- Must have the maturity and self-confidence to relate to faculty as colleagues and possess a business-like demeanor to represent UB when interacting with industry and other constituents.
- Applicants must be currently authorized to work in the United States on a full-time basis without visa sponsorship.

Preferred Qualifications

- Advanced degree **in engineering, engineering technology or physical sciences**, preferably related to materials and material development, and at least five (5) years of related business development or product development experience in industry, academic, governmental, or economic development setting.
- Experience developing R&D project plans and managing contracts.
- Working understanding of intellectual property protection and patent prosecution.

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- Experience with a customer relationship management system (e.g. Salesforce).
- Experience with New York State economic development programs.

Salary Range

\$85,000 - \$110,000

Special Instructions Summary

Is a background check required for this posting?

No

Contact Information

Contact's Name: Adrian Levesque

Contact's Pronouns:

Contact's Title: Director, Center of Excellence in Materials Informatics

Contact's Email: apl3@buffalo.edu

Contact's Phone: 716-881-8932

Posting Dates

Posted: 03/03/2025

Deadline for Applicants: Open Until Filled

Date to be filled: 05/01/2025

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

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