

Senior Program Manager - Tech Hub Innovation  
Concierge  
University at Buffalo, The State University of New York

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Posted Feb. 17, 2025, set to expire Aug. 4, 2025

<b>Job Title</b>	Senior Program Manager - Tech Hub Innovation Concierge
<b>Department</b>	Business and Entrepreneur Partnerships
<b>Institution</b>	University at Buffalo, The State University of New York Buffalo, New York
<b>Date Posted</b>	Feb. 17, 2025
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Sciences - General
<b>Job Website</b>	<a href="https://www.ubjobs.buffalo.edu/postings/55875">https://www.ubjobs.buffalo.edu/postings/55875</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

**UB's Business and Entrepreneur Partnerships (BEP)** is seeking a **Tech Hub Innovation Concierge**.

The purpose of this job is to support the NY SMART I-Corridor National Tech Hub through its Commercialization and Collaboration Center (C3). The job will assist in the creation of:

- An innovation asset/expertise engagement network.
- A knowledge/IP collaboration architecture.
- A formal community of practice.

This is one of five such innovation concierge positions (full-time staff) that will be placed at the NY SMART I-Corridor's flagship research university partners. These innovation concierges will assist local businesses in accessing physical (e.g., equipment, facilities, labs) and intellectual assets (e.g.,

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research and development expertise) across the I-Corridor. The innovation concierges will help to administer the innovation voucher program that will offset the costs of using C3 physical and intellectual assets for small- to medium-sized businesses commercializing new technologies.

Key Responsibilities Include:

- Develop and maintain a list of semiconductor-relevant facilities (e.g., cleanrooms, prototyping equipment, labs, etc.) and innovation expertise (e.g., research groups, academics, patents, etc.) across the I-Corridor.
- Serve as a “front door” point of contact for semiconductor-relevant businesses to utilize university assets as well as connect with other colleges, universities, and other research and development assets across the Tech Hub and in the region. This position will facilitate connections between businesses and university resources which include research groups, labs, and equipment.
- Administer an innovation voucher program for semiconductor-relevant businesses to broaden access to facilities for development, prototyping and testing of semiconductor technologies. Assist businesses in navigating and utilizing C3 facilities for the development, prototyping, and testing of semiconductor technologies.
- Develop programming that will inform a common innovation agenda, knowledge sharing (e.g., periodical whitepapers, funding opportunities), and track the utilization of Tech Hub facilities and the impact of innovation vouchers on business development.

*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.*

*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 applicant's race, color, religion, sex, sexual orientation, gender identity, national origin and veteran or disability status.

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**Contact Information**

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

**Contact**

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