



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Link's Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:
Toll Free Phone: (866) 225-9067
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Job Board Posting



Careers.Indigenous.Link

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LICENSING ASSOCIATE

Job ID	53704-9374	
Web Address	https://careers.indigenous.link/viewjob?jobname=53704-9374	
Company	McMaster University	
Location	Hamilton, ON	
Date Posted	From: 2023-03-28	To: 2050-01-01
Job	Type: Full-time	Category: Education

Description

Unit/Project Description: McMaster Industry Liaison Office (MILO) supports faculty in the commercialization of their research. The Licensing Associate plays a key role in enabling copyrighted materials (questionnaires, survey, digital tools developed by faculty members) to be made available to other research institutions, hospitals or clinics, and companies leading to societal health and well-being. Job Summary: Responsible for providing administrative support in preparing, reviewing and finalizing intellectual property license agreements. Provides accurate and timely information to clients regarding intellectual property license agreements which require a thorough knowledge of various legal agreements and University policies and procedures. Purpose and Key Functions:

- Draft and negotiate license agreements for final approval and execution by authorized University officials.
- Explain and defend University policies in an effort to facilitate agreements with external clients.
- Plan and coordinate meetings with internal and external clients for the purpose of negotiating agreements.
- Prepare intellectual property license agreements based on established templates.
- Review intellectual property license agreements to ensure compliance with the University's policies, copyright laws, and indemnity clauses.
- Alert management of irregular and undesirable terms in agreements that are received from potential licensees and provide alternative recommendations.
- Provide information to clients in regards to intellectual property license agreements for questionnaires and translations.
- Negotiate proposed clause changes in agreement templates with external clients. Review changes with management for approval.
- Review and finalize intellectual property license agreements for questionnaires with external clients.
- Track the progress of agreements and monitor accounts to project completion to ensure the University and other parties meet any and all legal obligations.
- Resolve licensing issues such as problems with access to foreign language translations.
- Track the use of questionnaires to ensure appropriate fees are paid by the licensee, and that an amendment is negotiated for the license.
- Conduct database, literature and internet searches to locate documents and articles related to University owned questionnaires.
- Provide information to licensees in regards to appropriate license agreements for online questionnaires.
- Manage the marketing of online questionnaires.
- Write a variety of documents such as correspondence and reports.
- Collect, verify, and input data into a variety of spreadsheets and databases.
- Ensure that pricing is calculated correctly for the activities proposed by licensee.
- Calculate license fees and prepare invoices.
- Set up and maintain filing systems, both electronic and hard copy.
- Assemble, copy, collate, and disseminate a variety of documents and materials.

Supervision: No formal supervision of others is required. Requirements:

- Bachelor's degree in a relevant field of study.
- Requires 3 years of relevant experience.

Assets:

- Experience in reviewing and negotiating legal agreements and contracts.
- Willingness to learn and adapt to new processes and gain new skills.
- Ability to problem solve and make decisions based on evidence or learned experiences.

For more information, visit McMaster University for LICENSING ASSOCIATE