**Associate Legal Officer – Office of Technology Transfer**

**(Intellectual Property Attorney)**

***Job Summary:***

UTMB Health is seeking an Associate Legal Officer for the Office of Technology Transfer (Intellectual Property Attorney). The Office of Technology Transfer (OTT) is charged with the management of The University of Texas Medical Branch’s (UTMB Health’s) intellectual property assets, while promoting and encouraging scientific research. The individual in this role will provide professional legal guidance, service, and assistance to UTMB departments and administration under the appropriate supervision.

***Specific Job Related Duties:***

* Works directly with UTMB faculty and staff and outside patent counsel to create and manage UTMB’s developed technology’s patent portfolio.
* Ensures intellectual property due diligence and research prior to the filing of patent applications.
* Manages outside patent counsel's invoices and determines cost-saving initiatives.
* Ensures patent compliance of UTMB’s developed technology by timely reporting required information to government agencies.
* Prioritizes work effectively and completes work within designated timeframes.
* Assures that leadership is made aware and kept informed of developments in projects and activities and provides status reports, as requested.
* Establishes and maintains positive and effective working relationships within the department, UTMB, The University of Texas System, and the local community.
* Adheres to internal controls and reporting structure.
* Performs related duties as assigned.

***Required Qualifications:***

Jurisprudence degree from an accredited law school and eligible for admission to the State Bar of Texas. Admitted to the State Bar of Texas within 12 months of appointment in title.

***Preferred Qualifications:***

* Admission to the State Bar of Texas
* Bachelor's degree in biology, chemistry, biochemistry, or a related field is highly desired.  The ideal candidate will have a Master's degree or PhD degree in biology, chemistry, biochemistry or a related field.
* One year experience in the prosecution of US and foreign patent applications related to pharmaceuticals, biochemistry or biomedical devices is highly desired.

***Preferred Skill/Competency:***

* Excellent verbal and written communication skills.
* Problem-solving and analytical skills.
* Ability to work as a team player.
* Ability to build and maintain positive working relationships.

**Apply for consideration at** [**UTMB.JOBS**](https://utmb.us/68m)**. Contact Audrey at** **adtravis@utmb.edu** **for additional information.**

***Equal Employment Opportunity:***

UTMB Health strives to provide equal opportunity employment without regard to race, color, religion, age, national origin, sex, gender, sexual orientation, gender identity/expression, genetic information, disability, veteran status, or any other basis protected by institutional policy or by federal, state or local laws unless such distinction is required by law. As a VEVRAA Federal Contractor, UTMB Health takes affirmative action to hire and advance women, minorities, protected veterans and individuals with disabilities.

***About UTMB Health:***

The state’s first academic medical center, **The University of Texas Medical Branch (UTMB Health)** has been at the forefront of educational, research and clinical excellence since its founding in 1891. Today, UTMB Health’s researchers are making investigative breakthroughs and therapeutic developments that are changing the world. The institution’s clinical enterprise is growing dynamically to meet regional health care needs. As a proud member of the Texas Medical Center, UTMB Health represents an incredible return on investment for the people of Texas, and around the world.

UTMB Health is located on Galveston Island along the Texas Gulf Coast. Enjoy the island life with moderate temperatures and year-round outdoor activities only 50 minutes from all the amenities that Houston has to offer!

UTMB Health also offers a great total rewards package including day one medical benefits with no premium for employee coverage, retirement plans, generous paid time off, and various others perks. Enjoy our family culture and collaborative environment while you work, live, & play on sunny Galveston Island!   Visit our website at [**www.utmb.edu**](http://www.utmb.edu) to learn more about our institution. Go to [**https://www.utmb.edu/utmbliving/**](https://www.utmb.edu/utmbliving/) to find out more about Galveston and the surrounding communities.