

Head of Pipeline Development

Classification: Level 10+ plus super and salary packaging

Contract type: Ongoing

Time fraction: Full-time

Location: 85 Commercial Road, Melbourne, Boonwurrung Land, Victoria, Australia

Reports to: Director, Commercialisation

Working Group: Commercialisation and Research Translation

Discipline: Professional Services

Direct reports: Pipeline Development Manager, Pipeline Development Associate

Last updated: August 2026

Position snapshot

The Head of Pipeline Development provides leadership across Burnet's early-stage translation portfolio, identifying and developing research opportunities to the point of commercial readiness before feeding them into the Institute's Ventures and Partnerships teams for external execution. The role is responsible for scoping translational potential, running opportunity assessments and due diligence, and building the internal evidence base- market, IP, and commercial validation — needed to move a project from discovery to investment-ready. Working closely with researchers across the Institute, the Head of Pipeline Development ensures a consistent, high-quality flow of vetted opportunities into Commercial Ventures (for new business creation) and Commercial Partnerships (for external deals and licensing), shaping how Burnet's pipeline is prioritised, resourced, and handed off for external execution

Key responsibilities

1. Identify research, technology, and IP with commercial potential.
2. Work with researchers to shape opportunities into credible commercial propositions.
3. Evaluate market opportunity, customer need, and industrial applicability.
4. Support IP strategy, disclosure assessment, and commercial readiness planning.
5. Develop business cases, customer validation, and translation pathways.
6. Manage a pipeline of early-stage opportunities and prioritise them for progression.
7. Determine whether an opportunity is best suited to the Partnerships or Ventures pathway.
8. Collaborate across faculties, institutes, and internal innovation functions.
9. Provide leadership, mentoring, workload allocation, and performance support for Pipeline Development Manager and Pipeline Development Associate.
10. Build translational capability across the university through workshops, advice, and stakeholder engagement.

Additional responsibilities / People leadership

- Ensure participation of all staff in the Performance Development Cycle to enhance performance and identify training, professional development and career coaching needs.

- Ensure compliance within the group in relation to all required compliance training including online and face to face training.
- Manage HR issues with the support and guidance of HR as needed.
- Manage leave within the group to ensure leave balances are kept within institute policy guidelines.
- Coach and support staff and students.

Training

- Responsible for completing all required training in line with the position / role

Key selection criteria (maximum of 8 to meet accessibility guidelines)

Qualifications / experience / knowledge / attributes

1. **Criteria 1** essential
Tertiary qualification in a relevant discipline such as science, engineering, business, digital, or similar.
2. **Criteria 2** essential
Demonstrated experience in research translation, innovation, technology transfer, commercialisation, or a related research-intensive environment.
3. **Criteria 3** essential
Demonstrated ability to assess early-stage research ideas, market potential, customer need, IP readiness, and commercial viability.
4. **Criteria 4** essential
Strong understanding of intellectual property protection, commercialisation pathways, and opportunity triage into licensing, partnership, or venture pathways.
5. **Criteria 5** essential
Experience working with researchers in a university, institute, or research environment, including familiarity with commercialisation governance and approval processes.
6. **Criteria 6**
Strong project management, communication, stakeholder engagement, and cross-functional collaboration skills.
7. **Criteria 7** essential
Demonstrated ability to supervise, coach, mentor, and support staff to deliver high-quality outcomes.
8. **Criteria 8** preferred
Experience developing business cases, customer validation, translation plans, or venture formation in deep tech, digital health, or other research-intensive domains.

About Burnet Institute

Burnet Institute is one of Australia's leading medical research and public health institutes.

We believe all people should have access to medical research and health programs, no matter who they are or where they live.

Since our beginnings at the Fairfield Hospital in 1986, we've developed our expertise in life sciences, public health and international development to drive better health outcomes for communities near and far.

Today, we're working for a future where diseases are eliminated, where mothers and children are thriving, where the world is better prepared for health challenges, and where people are supported to reduce harms to their health.

Learn more about [our strategy for greater impact in a rapidly changing world](#).

View our [health themes](#), [core programs](#) and [flagship initiatives](#).

Our vision

A more equitable world through better health.

Our purpose

To create and translate knowledge into better health, so no-one is left behind.

Our values

Respect, equality, inclusiveness, diversity.

Where we work

Burnet has offices in Papua New Guinea, Myanmar and Vanuatu, and also contributes to research and public health programs in many other countries across Asia, the Pacific, Africa, Europe, and North America.

Australian Institute for Infectious Disease (AIID)

The AIID aims to protect Australia and the wider Asia-Pacific region against major global health issues and pandemics. Its formation maximises the strength of partners and provides enhanced capabilities across research and its translation, public health, and education. The AIID is a collaborative initiative of foundation partners Burnet Institute, the Doherty Institute and The University of Melbourne, with funding from the Victorian Government.

Occupational health and safety

Burnet has a commitment to providing a safe and healthy workplace in accordance with the Occupational Health and Safety Act 2004. All staff are obliged to take all reasonable care to ensure that their actions do not place themselves or others at risk and to adhere to relevant policies, procedures and safe work practices thereby contributing to a safe, healthy and respectful workplace for all employees, contractors and visitors

Other requirements

Burnet is a child safe organisation. The incumbent of this position will be required to undergo a Police Check and possibly a Working with Children Check as a condition of employment. The types of contact with children can be viewed [here](#). This position involves the following contact with children (any individual aged under 18 years):

Contact type: indirect contact with children