



Office of Innovation and Industry Alliances

Internship Program Guide





OFFICE OF INNOVATION AND INDUSTRY ALLIANCES

The Office of Innovation and Industry Alliances (“Innovation Office”) was established in 2003 and its mission is to advance technologies through partnering with faculty, staff, and industry. This office provides three core services: protecting intellectual property, negotiating licenses, and forging industry alliances.

PROTECTING INTELLECTUAL PROPERTY

Because Moffitt Cancer Center is a leader in patient care and research, there are new innovations being developed regularly in every corner of the organization. These innovations include medical devices, digital health technologies, immunotherapies, targeted therapeutics, and diagnostic imaging. The Innovation Office is responsible for evaluating these innovations for commercial potential and to determine the best mechanism for intellectual property protection. Common protection vehicles include patents, copyrights, and trademarks.

NEGOTIATING LICENSES

It is critically important to bring Moffitt’s innovations to the market to benefit patients. Since Moffitt Cancer Center is a non-profit organization, it needs to partner with industry to commercialize these innovations. The Innovation Office is responsible for marketing new technologies to find a suitable commercial partner. Once the partner is identified, the Innovation Office negotiates a license agreement to transfer intellectual property rights in exchange for financial consideration. The licensing partner could be an established company or a Moffitt startup.

FORGING INDUSTRY ALLIANCES

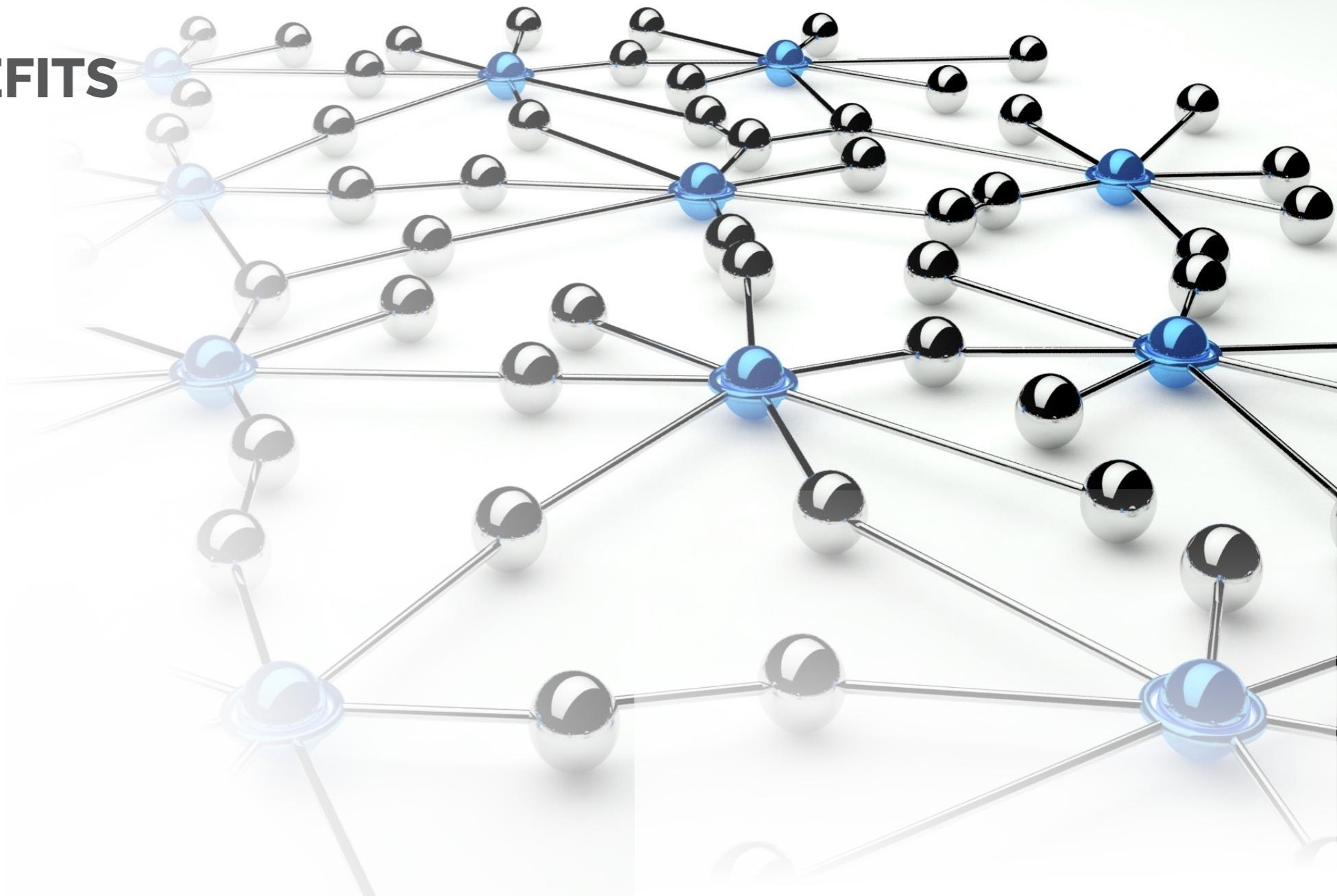
Moffitt research faculty conduct cutting-edge research to find new treatments against cancer. This research can be enhanced by collaborating with industry partners to get access to expertise, equipment, and funding. The Innovation Office is responsible for connecting companies with Moffitt faculty members based upon shared research interests. To formalize such relationships, research plans, budgets, and contracts are completed.

INTERNSHIP PROGRAM BENEFITS

The Innovation Office at Moffitt Cancer Center is looking for eager interns who wish to make a difference in tackling cancer.

The Innovation Office has a well-established internship program that was launched in 2008. Approximately 100 interns have participated since then, gaining invaluable experiences that helped to propel their careers forward. Interns are paired with an experienced and knowledgeable mentor throughout the internship program. Some interns will rotate to different business units in the office and have the opportunity to learn from multiple mentors. Additionally, interns will have the opportunity to shadow their mentor during his/her conversations with internal and external partners.

Innovation Office interns are exposed to numerous practical, real-life business responsibilities such as protecting intellectual property, gathering business intelligence, marketing available technologies, negotiating license agreements, and forging strategic partnerships. This well-established program will provide interns with invaluable experiences, meaningful relationships, and immeasurable career benefits.



INTERNSHIP TRACKS

FULL-TIME

- 30 to 40 hours a week
- Non-exempt, paid position with benefits

PART-TIME

- 20 to 25 hours a week
- Non-exempt, paid position

MOFFITT EMPLOYEE

- Currently employed by Moffitt
- Will devote approximately 20% of their time to the Innovation Office

CLASS CREDIT

- Receives school credit at home institution
- Is a volunteer at Moffitt and will not be paid
- Need to fulfil the requirements of the internship program at their home institution which may include submitting a research paper

INTERNSHIP FIELDS

ACCOUNTING INTERNSHIP

Accounting interns support the financial functions of the Innovation Office.

Qualifications

Intern enrolled or completed accounting or finance college classes

Responsibilities

- Legal Invoices – review and process invoices for patent expenses
- Analytics and Monthly Reporting – track and report patent expenditures and license revenue
- License Billing - generate and deliver invoices for license fees, process incoming payments
- Budgeting – prepare budget and track expenses for various programs

MARKETING INTERNSHIP

Marketing Interns support the marketing and conference planning functions of the Innovation Office

Qualifications

Intern enrolled or completed marketing or communication college classes

Responsibilities

- Conference Planning- contribute to the planning of Moffitt's Business of Biotech Conference which showcases Moffitt research and innovation
- Magazines – Assist with development content and graphics highlighting accomplishments of the Innovation Office
- Annual Report – Write stories about Innovation Office successes
- Marketing Campaigns – provide aid in promoting Moffitt's technologies available for licensing

LEGAL INTERNSHIP

Legal Interns support the legal functions of the Innovation Office and will complete legal projects or tasks.

Qualifications

Intern should be enrolled or have completed paralegal studies, law, or business classes

Responsibilities

- Contracts - Review contracts for definitions and terms for consistency and ascertain if any provisions are unfavorable to Moffitt or contrary to Moffitt's policies. Process opening and signing checklists for intellectual property agreements and research agreements.
- Intellectual Property Protection - Obtain signatures for various patent related documents such as assignments, declarations, and power of attorneys. Attend and assist with office action and conversion meetings. Obtain trademark specimens for trademark allowances and renewals.
- Legal Research - Assist with legal research which requires identifying and interpreting statutes, regulations, and case law. Prepare research memorandums relevant to the research and discovery efforts at Moffitt relevant to intellectual property law, contract law, drug/device regulations.
- Database Maintenance - Assist with internal database maintenance regarding agreements, along with patent, trademark, and copyright filings.

SCIENCE INTERNSHIP

Science Interns support the patenting, licensing and partnering functions of the Innovation Office.

Qualifications

Intern should have a strong scientific background. Extensive course work or practical laboratory experience preferred. Advance degree in life sciences welcomed.

Responsibilities

- Technology & Market Assessment - Conduct technology and market assessment of newly disclosed inventions to determine the relative value of pursuing patent protection.
- Marketing Materials - Develop Technology Offering Memorandum that succinctly showcases the commercial viability of a Moffitt invention.
- Company and Industry Analysis - Constantly gather business intelligence (e.g. financial performance, descriptions of marketed and pipeline products and business strategies) of various companies to assist with licensing and industry alliances.
- Executive Summary – Assist with building an executive overview on finalized license agreements or industry collaborations by reviewing documents and interviewing stakeholders.

TESTIMONIALS



Valeria Feliciano
Marketing Intern

This internship provided me with a great amount of real world experience. I have developed many applicable skills that I will carry on into my future career. I gained exposure on many areas relating to my field of study. I got to enhance my written and oral communication skills and exercise my creativity and problem-solving skills. Overall, this internship helped me grow in my personal and professional life. I will be able to leverage my experience at this internship at interviews for full time positions. I am very grateful for each and every person at the Innovation Office.



Mauricio Muniz
Accounting Intern

I could not have asked for a better internship opportunity for my first corporate experience. It helped me get ready for the next step in my career. I improved my skills by having the opportunity to have hands-on experience. I learned a lot from my university, but this internship is what made me transfer my knowledge to the real world. Also, it was amazing to be part of this program in such a positive office environment. I really loved interacting with people from other departments. Everyone is always willing to help, and this brings a great energy to the office.



Neha Agarwal
Science Intern

The highlight was witnessing a very co-operative, interactive and supportive cross-functional teams in this office. The whole program is structured and organized. The mentors take out time for interns and hear them out. Each mentor has their unique style of mentoring, and I have learned a lot from them. Additionally, mentoring team members helped me to find a job as well as giving me important tips to crack the interviews. My mentors always encouraged and appreciated me for my work which elevated my confidence immensely. Overall, this office played a very important role in changing the direction of my career.



Sabrina Rodriguez
Legal Intern

The internship provided a work integrated learning experience that allowed me to develop my skills as a young attorney and see firsthand the link between legal theory and application within a not-for-profit organization. The internship further allowed me the opportunity to meet new people and network with other legal professionals. The negotiation and other learning tools and agreement templates were quite impressive, and made it easy for someone from the outside to come in and learn what was needed to accomplish the necessary tasks. Through the internship, I was able to gain legal experience and enhance my legal resume.



McKenna Kelley
Marketing Intern

I learned so much during this internship. Primarily, the ins and outs of event planning and that it might be a career path to consider in the future. I learned how to write for marketing and public relations. This internship taught me new skills in other areas of my field. I now have experience writing different types of content, and I have a number of materials I can show to future employers. I learned that I enjoy the marketing/PR/strategic communication side of the communication field. I also have made connections that I hope to keep and use to advance my career in the future.



MacLean Hall
Science Intern

The internship provided me an experience to complement my time in the laboratory and to think about science in a manner that prioritizes commercial opportunities. The Innovation Office Internship Program is an invaluable and eye-opening experience for people with science backgrounds who wish to better understand the full impact of research and technology at Moffitt and beyond.

FOR MORE INFORMATION CONTACT
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