



## Appointment of Director of Estates & Facilities

September 2025

Reference: FAQACG

# About LifeArc

LifeArc is a pioneering life sciences organisation with a distinguished mission to transform scientific discoveries into tangible health benefits for patients. LifeArc is leading the way for change in rare and ultra-rare diseases and supporting promising initiatives in global health.

Established as a not-for-profit organisation, LifeArc is dedicated to fostering innovation and advancing life sciences by providing funding, expertise, and collaborative partnerships. Its core focus lies in bridging the gap between pioneering research and successful commercialisation, ensuring that groundbreaking advancements in medicine reach those who need them most.

With a robust commitment to driving progress in vital areas such as drug development, diagnostics, and biomedical technology, LifeArc actively seeks out and invests in early-stage research initiatives. More recently the organisation is broadening its focus to engage in collaborative projects in later-stage clinical research with the aim to drive patient impact in rare and ultra-rare diseases within the next three to five years.

LifeArc also plays a crucial role in advocacy and education within the biomedical sector, striving to enhance the overall ecosystem for research and development. By engaging with policymakers, healthcare professionals, and the broader community, LifeArc aims to raise awareness of the vital importance of translating scientific research into effective treatments and interventions.



# Strategic Vision

The strategic vision of LifeArc is deeply rooted in scientific excellence and a profound understanding of patient needs, positioning the organisation as a leader in the movement to transform health innovations into real-world solutions. LifeArc's integrated approach ensures that it remains at the forefront of medical research while maintaining a strong commitment to ethical practices and transparency.

We're focused on delivering what patients tell us they most need, whether that's a transformative new drug, diagnostic, device or digital solution.

**We partner with organisations and researchers already doing incredible work to provide:**



## **Investment**

Grant funding, partnerships and early ventures investment



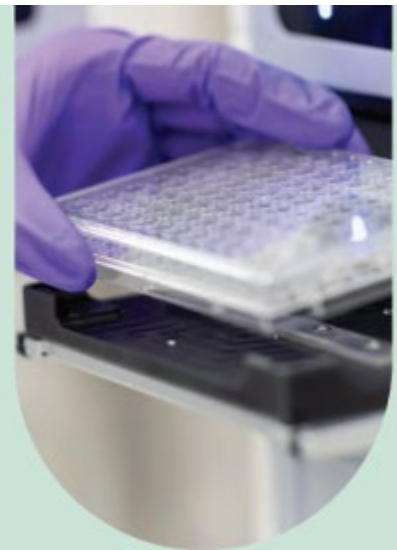
## **Expert scientific support**

Drug discovery, diagnostic development, and antibody discovery and humanisation



## **Commercialisation advice**

Technology transfer, intellectual property protection and research portfolio assessment



# Translational Challenges

LifeArc are taking on some of the most under-served health conditions to accelerate preventions, diagnostics and treatment using their expertise in early-stage science whilst building capacity and capability in later-stage clinical research. LifeArc aspires to keep unlocking potential funding or promising science by funding it, forming partnership and providing scientific expertise.

## Childhood Cancer

Our vision is to create a paradigm shift in how we diagnose and treat childhood cancers. We aim to achieve this through:

### 1. Better treatments

- Developing therapies that specifically target the unique biology of childhood cancers.

### 2. Better trials

- Improving the way clinical trials are run to help make sure the most promising new treatments get to the children who need them more quickly.

### 3. Better decisions

- Developing less invasive biomarkers to inform clinicians' decisions throughout treatment.

## Global Health Infection

Infectious diseases are among the greatest threats to health across the world. Under the global health umbrella, we have prioritised infectious diseases with a special focus on AMR as well as areas of neglected tropical diseases and emerging infections where we can make an impact. We are working in collaboration with a range of stakeholders to accelerate the development of affordable and accessible solutions to better understand, prevent, treat and control infectious diseases around the world, saving and changing the lives of millions of people.

## Chronic & Rare Respiratory Disease

Our vision is to enable people with bronchiectasis and cystic fibrosis to live longer, with an improved quality of life by breaking the cycle of infection, inflammation and lung damage.

We're focused on early detection, right diagnosis and better treatments, by enabling:

- tools to predict exacerbations much earlier, and help people living with these conditions receive the right treatment sooner
- new diagnostics to improve clinical decision making
- access to new treatments, including repurposed drugs, that tackle infection, inflammation and reduce side effects and the burden of treatment
- people living with these conditions to live longer, with less severe chronic and recurrent infections, reduced exacerbations and a better quality of life

## MND and Rare Dementia

Developing therapeutics for people living with Motor Neuron Disease and rare dementias.

Working on mechanisms common to MND and rare dementias and across multiple rare dementias; Scientific focus on diseases of TDP43 and Tau.

Focus on ensuring high quality candidates, with complete data packages, enter clinical trials.

Developing internal programs to point of clinical development and beyond.

# The Role

The Director of Estates & Facilities is a new senior role. This person will be a member of the Extended Leadership Team (ELT) and will report to the Deputy CEO. They will oversee all LifeArc Facilities, as well as Health and Safety, in all sites, including London, Stevenage and Edinburgh.

The Director of Estates & Facilities will run facilities and health and safety in all current sites and support the planning of LifeArc's new flagship building in Judd Street. It is expected that the new building will raise the profile of LifeArc, provide great laboratory and office space for LifeArc staff, and will be also used to host events and collaborate with partners in the ecosystem. It is important for the organisation that the building is ready on budget, and on time for our planned move in 2027.

## Key Responsibilities

The role's primary responsibilities are to lead and manage all activities related to the development and successful implementation of building services operations for LifeArc, both in its existing locations as well as the new one in Judd Street. The complexity of the new building and the different space zones (office, lab, event, collaboration and logistics) requires experience of the full range of FM services, both hard and soft, along with experience of supporting facilities for a broad range of activities in a scientific environment.

The sites that the role will manage are:

- New 70K sq.ft. build facility at Judd Street with the aim to accommodate 400 staff, as well as visitors
- 1st and 7th floors of Lynton House in Tavistock Square London (to be vacated after the move to Judd Street)
- Stevenage site at the SBC campus (to be vacated after move to Judd Street)
- Edinburgh office (potential relocation in Edinburgh)
- Small team in the Francis Crick Institute building



## Specific Deliverables

- Work with the Deputy CEO, the Executive team and the Programme Director of Judd Street to secure the effective handover and commissioning of the new facility on time and on budget.
- Create transition plans for the move from Lynton House and Stevenage to Judd Street.
- Develop the structure for operations for all aspects of building services for LifeArc taking account of the work already completed by the subject matter user groups.
- Plan logistics for the new site.
- Engage with the construction team in the implementation of the Building Management System and develop and implement documented procedures for its operation and management on-going.
- Support the specification, procurement and implementation of all systems supporting facilities management and monitoring controls.
- Oversee commissioning, testing and validation of newly installed systems and infrastructure.
- Lead and manage the following services, including reviewing options for which should be maintained in house and those to be operated through outsourced provision: building operations and maintenance including building lifecycle planning and reporting, engineering services and maintenance, grounds/ public realm operations and maintenance, public access facilities, event facilities, cleaning, waste disposal, portering, catering, security and reception services.
- Lead and support the management of laboratories.
- Ensure all building services (HVAC, electrical, lab utilities) are fit for purpose and compliant with regulatory standards.
- Establish and maintain robust health and safety protocols.
- Develop performance management structures and reporting requirements for facilities management activities including value for money.
- Develop and maintain a building asset management and inventory of equipment, furniture and fittings.
- Develop and maintain a long-term capital works and maintenance planSupport LifeArc's position as a convener of the lifesciences ecosystem with requirements for open access, events, reception support and administration.
- Engage with all staff to support induction, training and awareness towards effective security, personal security and safety management for LifeArc staff.

# Person Specification

## Competencies & Qualifications:

The Director of Estates & Facilities will be a highly motivated, high achieving leader with significant management experience and an excellent relevant FM background. They will have the following experience and characteristics:

1. Degree or equivalent in a related discipline and a relevant chartered professional qualification in engineering or the equivalent relevant experience.
2. Significant experience and proven track record of managing a complex property portfolio, staff and budgets. This may have been gained in the public or commercial sector and ideally within a scientific research environment.
3. Experience in serving as a member of a senior leadership team, contributing to business continuity and crisis management planning.
4. Strength and quality of leadership and the personal skills required to develop and lead an effective, well-motivated, multi-disciplined facilities team.
5. A sound understanding of the legal and financial aspects of major property projects and transactions.
6. Wide experience both in the preparation and control of development programmes, building and engineering projects and in managing facility operations and maintenance services.
7. Experience in integrating best practices into building refurbishment and ongoing operations (e.g. energy efficiency, green materials, waste management).
8. Experience in working with regulatory bodies and certification agencies.
9. Experience of high specification and high-quality facilities, including laboratory experience, and understanding of the management and maintenance requirements for such facilities.
10. Experience in health and safety management, managing H&S Audits, and Health and Safety Legislation (COSHH, ISO, OSHA).
11. High level strategic planning and organisation skills, including forward planning and forecasting.
12. Experience in the delivery of value engineering processes.
13. Previous experience of multiple stakeholder projects and the management of end user requirements.
14. Good communication and interpersonal skills, able to engage with people at all levels inside and outside LifeArc.
15. Experience in working with local councils and local working parties.
16. Experience in project/programme management processes and tools that may be applied to non-construction related activities.
17. Strong negotiating and influencing skills.



“Our work  
transforms medical  
innovation into  
patient benefit.”



# Terms of appointment

Salary will reflect the seniority of the role and will depend on skills and experience, with an on-target bonus of up to 25% of base salary.

31 paid days' holiday (plus bank holidays) in each complete Holiday Year. The Company reserves the right to nominate up to three days of your holiday entitlement to be taken during office closures in the Christmas/New Year period.

The pension is contributory, up to 12%.

## How to apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to LifeArc on this appointments.

Candidates should apply for these roles through our website at [www.saxbam.com/appointments](http://www.saxbam.com/appointments) using code FAQACG.

Click on the 'apply' button and follow the instructions to upload a CV and cover letter and complete the online equal opportunities monitoring\* form.

The closing date for applications is midday on Friday 26<sup>th</sup> September 2025.

*\* The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.*

