

CALL FOR TRAINERS AND EXPERTS

**Saint Joseph University of Beirut
Vice-rectorate for Research**

Training in Technology Transfer and Intellectual Property

Lebanon Innovate Program

Contracting authority	Saint Joseph University of Beirut (USJ) - Vice-Rectorate for Research
Training period	1 September 2025 to 31 December 2025
Submission deadline	24 August 2025, 11:00 a.m. (Beirut time)

USJ is seeking experienced trainers and subject-matter experts to design and deliver a practical training program in technology transfer and intellectual property for USJ researchers and industry stakeholders operating in the Lebanese market, under the Lebanon Innovate Program.

1. Training assignment

Selected trainers and experts will be expected to perform the following tasks:

- Coordinate with the TTO to identify the training needs of USJ researchers and industry stakeholders and develop a suitable training agenda.
- Design and deliver practical and interactive training sessions on technology transfer and intellectual property, adapted to academic and industry participants.
- Cover key topics including the identification and ownership of intellectual property, confidentiality and disclosure, patents, copyright, industrial designs, trademarks and trade secrets.
- Explain the technology transfer process, including invention disclosure, assessment, protection strategies, licensing, university-industry collaboration and the creation of start-ups or spin-offs.

2. Required expertise

- A Master's degree or equivalent qualification in law, intellectual property, innovation management, business, or a relevant scientific or technical field.
- Relevant professional experience in technology transfer, intellectual property, research valorization and/or innovation management.
- Demonstrated experience in designing and delivering training for researchers, entrepreneurs and/or industry professionals, with knowledge of Lebanese and international IP frameworks.
- Strong facilitation and communication skills, with proficiency in English, French or Arabic.

3. Training period and delivery arrangements

The training activities will take place between 1 September 2025 and 31 December 2025 and will be delivered at USJ. Fees and payments will follow the applicable Lebanon Innovate framework and USJ procedures.

4. Application

Applicants should contact the Vice-Rectorate for Research at vrr@usj.edu.lb or +961 1 421 103. Applications must include a detailed CV and a financial quotation stating the total consultancy fee, including all applicable taxes and charges. Applications will be assessed based on relevant qualifications, professional experience, and the financial quotation.

5. Confidentiality and conflicts of interest

Selected trainers and experts must protect all confidential information and personal data accessed during the assignment, disclose any actual or potential conflict of interest, and comply with applicable Lebanese law and USJ policies. USJ reserves the right to amend or cancel this call or reject any application.