



Assistant Dean for Research– California Northstate University College of Medicine, Elk Grove, California, USA

Title:	Associate Dean for Research
Classification:	Fulltime, exempt, 12-month appointment
Supervisor:	Dean, College of Medicine and Vice President for Research
Education:	PhD
Experience:	An enduring track record of effectiveness and experience in research and scholarship in a medical-related field
Effort:	1.0 FTE, Full-time, benefits, exempt

Responsibilities:

The Assistant Dean for Research is responsible for leadership in Research and Scholarship. Specific responsibilities include, but are not limited to:

- Serves as a member of the Dean’s Executive Committee
- Serves as the College’s spokesperson on all research issues
- Presents the College’s research capabilities to potential donors and other interested parties
- Assists the Dean with strategic planning and development of research initiatives
- Develops research policies and procedures
- Prepares the research budget request and administers the allocated research budget
- Promotes research and scholarship within the College
- Promotes research links and engagement within the College and across the University to grow research output and interdisciplinary research
- Initiates and nurtures collaborations with external organizations to expand capabilities and resources
- Develops strategies to increase research funding in collaboration with the Northern California Research Foundation
- Other duties as assigned.

Qualities:

- Exceptional interpersonal communication skills (e.g., with students, faculty, etc.)



- Commitment to professional excellence

Applications will be reviewed upon receipt. For full consideration, candidates should provide curriculum vitae/resume with at least three references. All candidates are asked to provide a cover letter, articulating how their knowledge, experience, and beliefs have prepared them to function in support of California Northstate University's vision and mission statements.

Please submit your cover letter, curriculum vitae, list of references, and any additional information to hr@cnsu.edu. Review of applicants will begin immediately and will continue until positions are filled.

California Northstate is an Equal Opportunity and Affirmative Action Employer. All qualified candidates are encouraged to apply. For inquiries, please contact us at: **e-mail:** hr@cnsu.edu and/or **telephone:** (916) 686-7400.