



CONFLICT OF INTEREST MANAGER RESEARCH AND ECONOMIC DEVELOPMENT

Description

The University of North Carolina at Charlotte seeks an experienced professional to manage Conflict of Interest in Research program. The Conflict of Interest Manager reports to the Vice Chancellor for Research and Economic Development.

UNC Charlotte is the only research university in an exciting and dynamic urban region of 1.8 million people and is growing at a rapid rate. The University currently enrolls more than 25,000 students and employs more than 1,000 faculty in the Colleges of Liberal Arts & Sciences, Arts & Architecture, Business Administration, Computing & Informatics, Education, Engineering, and Health & Human Services. Doctoral degrees are offered in 18 disciplines. Research expenditures are about \$35 million, with 60 percent federal and 20 percent private industry funding. UNC Charlotte is also the only university in North Carolina with a DOD facility security clearance.

Qualifications

The successful candidate will have a graduate degree; significant experience in an academic or research/research development setting; knowledge/understanding of research and scholarly activities of university faculty; financial interests and corporate and industrial relationships that have the potential to raise potential financial conflicts of interest; demonstrated ability to think creatively to analyze and solve complex cases and achieve results in a fast paced, deadline driven, environment with multiple priorities and multiple stakeholders; excellent interpersonal skills as well as oral and written communication skills to communicate complex information to a variety of constituents; an ability to work independently and to make conflicts of interest review decisions, and excellent time management and organization skills and ability to meet deadlines.

Responsibilities

The Conflict of Interest Manager (COIM) is responsible for building, implementing and maintaining a coordinated program of Conflict of Interest (COI) compliance at UNC Charlotte. The COI compliance program and its related processes are based on the University's Conflict of Interest and Commitment Policy as well as state and federal laws and regulations, peer institution best practices, and federal compliance program standards which comply with a range of regulatory and statutory areas.

The COIM will work with UNC Charlotte's senior administration as needed to formulate/revise policies that address regulatory and statutory requirements for COI activities and that incorporate evolving national standards for best practice, responds to requests for information from regulatory or funding agencies and from the public, and assists in improving operations, processes and customer service options related to COI functions. The position will work collaboratively with college Deans, department unit heads and the Standing Committee on Conflicts of Interest and Commitment.

Responsibilities include: planning and implementing a COI training and education program; developing and implementing procedures and forms as needed for collecting and reviewing COI disclosures; communicating COI policy changes to the campus community; maintaining an accurate list of individuals from whom financial disclosures are required; ensuring the timely receipt of all required financial disclosures from covered personnel; reviewing reported information; making initial determination of the existence of actual financial conflicts of interest; providing required assurances and reports to funding agencies; developing COI management and mitigation plans; ensuring consistency of the application of policy across campus, and working with the Standing Committee on Conflicts of Interest and Commitment.

Additional Information

Interested individuals should apply on-line at <https://jobs.uncc.edu>. The position number is 001934. Please include your resume, a cover letter that addresses the qualifications being sought, and a list of four (4) references with contact information. If you have questions or would like additional information, you may contact P. Gail Keene at pgkeene@uncc.edu.

UNC Charlotte is an Affirmative Action employer.
Women, minorities and individuals with disabilities are encouraged to apply.