**Position: Associate Vice President for Research**

**Vacancy Number: 600411**

**Department: Vice President for Research**

**Status: Full-Time, Regular**

**Location: Flagstaff**

**Special Information**

* Northern Arizona University (NAU) a four-year public research university in Flagstaff, Arizona that offers more than 150 different bachelor's, master's, and doctoral degrees to a multicultural student body-approximately two-thirds of whom attend the historic Mountain Campus in Flagstaff; others are either served at one of the 30 university centers around the state or are enrolled in electronically delivered programs. Empowered by the Arizona Board of Regents to provide educational opportunities statewide, Northern Arizona University today serves more than 25,000 students in Flagstaff and across the state of Arizona. The university is committed to a diverse and civil working and learning environment. Recognized nationally for scientific and educational prominence, NAU carefully balances teaching, research and service with a faculty and staff dedicated to student success. Ranked as a Carnegie "High Research" institution, NAU's research enterprise comprises such national concerns as forest health, climate change and bioterrorism. Over the past decade, NAU has experienced significant expansion in research and is now positioning itself for further growth and to meet its goals under the Arizona Higher Education Enterprise: Strategic Realignment 2020 Forward.
* As part of this expansion, the Office of the Vice President for Research at NAU solicits applications from innovative, experienced research professionals for the newly-created position of Associate Vice President for Research (AVPR). As a key member of the university's research management team, the AVPR will provide university-wide intellectual leadership, demonstrate a strong commitment to the NAU research enterprise, and will work closely and strategically with university faculty, department chairs, deans, and administrators to facilitate faculty success in sponsored research and scholarship. The successful candidate will quickly understand areas of high research productivity as well as areas where new research capacity can be developed. The AVPR will be instrumental in developing and implementing translational research activities, especially in collaboration with local and regional institutions (such as USGS, Flagstaff Medical Center, W. L. Gore & Associates, Lowell Observatory, etc.).

**Application Procedure**

* Please direct inquiries and application materials, including a cover letter, resume or curriculum vitae, and contact information from five professional references to: Joanna Estes, Executive Assistant Office of the Vice President for Research Northern Arizona University Box 4087 Flagstaff, AZ 86011-4087 [joanna.estes@nau.edu](mailto:joanna.estes@nau.edu) Electronic submission of application materials is required.

**Job Description**

In consultation with the VPR and other senior staff, engages in a broad array of activities in support of the development and implementation of strategies and approaches designed to increase the success of faculty and staff in obtaining competitive federal, state, corporate and foundation funding:

* Provides leadership and coordinate efforts for the university-wide research informatics initiative;
* Develops approaches to increase intra- and inter-collegiate research collaborations;
* Facilitates the creation of interdisciplinary, multi-investigator proposals and research teams;
* Interacts with federal, state and local funding agencies (such as Science Foundation Arizona, Flinn Foundation), organizations and other decision makers in promoting the programs and activities of the NAU research enterprise;
* Interacts with faculty to become familiar with the expertise present in various colleges and to help faculty to forge stronger relationships with federal and other funding sources;
* Develops appropriate responses to programmatic needs as identified by internal and external stakeholders;
* Reviews requests for commitments for matching funds and other financial commitments from the VPR and make recommendations;
* Develops and deliver seminars and workshops for faculty and staff investigators on identifying and exploiting funding opportunities to support research and other scholarly activities;
* Initiates and conducts periodic meetings with College Deans, Department Chairs, Associate Deans for Research and Center Directors to discuss strategies for improving the level of engagement of the applicable Faculty;
* Maintains research profiles of faculty to match interests with funding agencies, and respond to funding opportunities, initiatives and inquiries for research expertise.
* Performs additional duties as assigned.

**Minimum Qualifications**

* An earned Ph.D, Sc.D., or equivalent academic research degree from an accredited university.
* Academic credentials and experience sufficient to qualify for appointment as a tenured professor at a top-tier research university.
* Evidence of success in obtaining and maintaining competitive, federal and other extramural funding for research.
* Evidence of significant scholarly work including publications in top tier journals.
* Evidence of expertise in federal level research proposal development.
* Evidence of leadership and administrative experience.

**Preferred Qualifications**

* Three (3) years of experience as a director, department chair, associate dean, dean or in a comparable leadership role within an institution designated by the Carnegie Foundation as a comprehensive public "High Research" or "Very High Research" university.

Skills, Knowledge and Abilities:

* Demonstrated understanding of the role of research in accomplishing the mission of a public research university;
* Outstanding communication skills to effectively interact with the full range of University constituencies and external agencies;
* Demonstrated leadership abilities, including ability to build collaborative relationships and coalitions;
* Experience managing multiple and varied, complex programs;
* Strong administrative and management skills, with an ability to inspire, motivate, develop and mentor faculty and staff;
* Demonstrated commitment to promoting and enhancing diversity;
* Demonstrated familiarity with the internal and external mechanisms which facilitate and affect university research;
* Demonstrated knowledge of competitive grant processes and practices;
* Experience working with complex budgets including government and private funding
* Commitment and ability to work collaboratively and effectively with diverse constituents (faculty, staff, administration, agencies, etc.);
* An appreciation of basic and applied research and scholarship, with due respect for both;
* A commitment to developing, enhancing and sustaining a diverse student body, faculty, and staff and to fully integrating principles of diversity and inclusion into the campuses' teaching, research, and service activities.

**General Information**

* Northern Arizona University requires satisfactory results for the following: a criminal background investigation, an employment history verification and a degree verification (in some cases) prior to employment. You may also be required to complete a fingerprint background check. Additionally, NAU is required to participate in the federal E-Verify program that assists employers with verifying new employees' right to work in the United States.

**Salary**

* Commensurate with experience and qualifications.

**Application Deadline**

* This search will remain open until the position is filled or closed. Review of applications by the search committee will begin on July 29, 2013.

**FLSA**

* Exempt