Job Vacancy Notice

Job Title: Dean for Research

Job ID: 18575

Location: Queensborough CC

Full/Part Time: Full-Time

Regular/Temporary: Regular

POSITION DETAILS

The Dean for Research is the chief research officer and coordinator for faculty and undergraduate research and scholarly work at Queensborough Community College (CUNY).

CUNY is an equal opportunity employer and is committed to increasing the diversity of its workforce. It welcomes nominations of, and applications from members of protected groups including minorities, women, veterans and individuals with disabilities, as well as others who would bring additional perspectives to the university’s mission. Candidates with demonstrated commitment to diversity and inclusiveness through their research, teaching and/or service are also encouraged to apply. One of the Queensborough Community College’s greatest strengths, and a necessary element of excellence, is the diversity of our community. We strive to attract and nurture a talented and diverse faculty and staff that proudly reflect the unique character of the local Queens community, the most diverse county in the United States.

Reporting to the Sr. VP and Provost, the Dean will focus on expanding and developing research and scholarly activities in all academic areas, ensuring compliance with Federal legislation and CUNY policies, including but not limited to Export Controls, Conflict of Interest, Human Subjects Research, Animal Research, Research Integrity, and Institutional Biosafety. The Dean for Research will serve as the chief liaison between faculty and the Grants and Sponsored Programs Office; federal and state funding agencies, collaborating institutions as well as other external partners. S/he will have responsibility for promoting, supporting, and expanding the research mission within the college while ensuring that these responsibilities are actively and effectively pursued and valued in the faculty personnel process. The successful candidate will play an important role in assisting faculty to obtain and manage external grants and funding. S/he will also work with faculty to ensure and uphold the academic integrity of the institution. The Dean for Research will work with faculty coordinators and mentors to provide opportunities to engage students in authentic research, mentored scholarship, and creative performance. S/he will help prepare undergraduates for continued study at the baccalaureate and graduate level.

Additional duties include:

- Providing critical support and creative leadership that promotes growth and innovation for all aspects of the school’s research mission.

- Ensuring the college is in compliance with Human Subjects Research/IRB, Export Control, Responsible Conduct of Research, Research Ethics and Integrity, and Financial Conflict of Interest issues.

- Serving as the College's Research Integrity Officer (RIO).

- Providing oversight for the office of Grants and Sponsored Programs, specifically supervising regulatory oversight and compliance.

- Demonstrating strong leadership skills to promote cooperative and collaborative research with other college and CUNY units as well as academic, clinical, and educational partners and private industry.

- Developing, managing, and promoting programs and initiatives that support and expand all aspects of undergraduate research activities.

- Overseeing all the undergraduate research programs at the college, including but not limited to Undergraduate Research (HIPs); CUNY Research Scholars Program (CRSP); NIH Bridges to Baccalaureate Research Initiative to Maximize Science Skills (RIMS); QCC NSF-Space Weather Research & Education program; CUNY I-Corps: STEM TIES; Summer Intensive Program (SIP); QCC NSF-S-STEM Scholars Program in Smart Energy; Kupferberg Holocaust Center Research Fellowships; Collegiate Science and Technology Entry Program CSTEP); and Community College Undergraduate Research Initiative (CCURI).

- Serving as campus leader in promoting and enhancing research and scholarship.

QUALIFICATIONS

This position is in CUNY's Executive Compensation Plan. All executive positions require a minimum of a Bachelor's degree and eight years' related experience.

The Dean will hold an earned doctorate, preferably in a STEM discipline, strong background in research and teaching, and an active extramurally funded research program. The successful candidate will possess strong evidence of leadership and interdisciplinary collaboration, demonstrated experience in leading and performing in a dynamic academic environment and highly developed consultative, negotiation, and communication skills. S/he will demonstrate a commitment to diversity and to promoting a culture that nurtures various forms of inquiry and scholarship, across multiple disciplines.

Preferred Qualifications:

-Doctorate in an academic discipline, preferably in a STEM discipline

-Knowledge of current federal legislation/regulations that impact administration of federal

 grants

-Higher education experience in teaching and as a grant PI

-Experience leading undergraduate research activities

-Experience with Research Experiences for Undergraduates (REUs) and assessment of same

-Background/experience such as in a STEM discipline

-Excellent supervisory, organizational and administrative skills

-Excellent verbal/written communication and presentation skills

-Ability to work with individuals from a variety of culturally diverse backgrounds

CUNY TITLE

Dean

COMPENSATION AND BENEFITS

Salary commensurate with education and experience.

CUNY's benefits contribute significantly to total compensation, supporting health and wellness, financial well-being, and professional development. We offer a range of health plans, competitive retirement/pension benefits and savings plans, tuition waivers for CUNY graduate study and generous paid time off. Our staff also benefits from the extensive academic, arts, and athletic programs on our campuses and the opportunity to participate in a lively, diverse academic community in one of the greatest cities in the world.

HOW TO APPLY

Visit www.cuny.edu, access the employment page, log in or create a new user account, and search for this vacancy using the Job ID or Title. Select "Apply Now" and provide the requested information.

<https://home.cunyfirst.cuny.edu/psp/cnyepprd/GUEST/HRMS/c/HRS_HRAM.HRS_CE.GBL?Page=HRS_CE_JOB_DTL&Action=A&JobOpeningId=18575&SiteId=1&PostingSeq=1>

Candidates must provide a resume and cover letter.

CLOSING DATE

May 16, 2018. Review of resumes to begin May 9, 2018.

JOB SEARCH CATEGORY

CUNY Job Posting: Executive

EQUAL EMPLOYMENT OPPORTUNITY

CUNY encourages people with disabilities, minorities, veterans and women to apply. At CUNY, Italian Americans are also included among our protected groups. Applicants and employees will not be discriminated against on the basis of any legally protected category, including sexual orientation or gender identity. EEO/AA/Vet/Disability Employer.