The George Washington University is currently seeking candidates to join the team. This is an opportunity for dynamic individuals with strong leadership and research administration background to help shape the future of Pod 3. We have created a "pod" model for research administration. Pods manage the complete life cycle of a sponsored research project and provide continuity from inception to award closeout. Each pod has pre-award and post-award contracting functions. Pod 3 consists of the School of Medicine and Health Sciences, the School of Engineering and Applied Sciences, and the School of Nursing.

The opportunities are listed below:

Supervisor, Research Programs
Provides day-to-day administrative oversight for research activities in Pod 3 Pre-Award. This is a working supervisor that ensures maintenance and enhancement of current infrastructure, quality assurance, administrative oversight, coordination of funded studies, and development of new grant submissions. https://www.gwu.jobs/postings/82964

Research Program Manager
Focuses on providing research program support and pre-award and post-award management on behalf of a research program or initiative. This position serves as the primary liaison working with investigators managing day-to-day operations, through direct grant award and administrative contributions to ensure research success.
https://www.gwu.jobs/postings/83883

Research Program Associate
Maintains fiscal responsibility, as well as conducts outreach to GW stakeholders to assist in maintaining standard operational efficiencies for the constituency groups of Pod 3. This position works closely with Principal Investigators, managing day-to-day operations through direct grant award and administrative contributions to ensure research success.
https://www.gwu.jobs/postings/83595

School Research Administrator
Performs pre and post award administration of sponsored projects, including facilitating reimbursements, purchase orders, service agreements, invoice payments, P-Card activities, payroll distributions, stipends, and tuition benefits. Identifies potential grant opportunities and proposal development efforts, and tracks, reviews and edits subcontracts, service and consultant agreements, and checks for accordance and grant compliance as well as participates in proposal submission. https://www.gwu.jobs/postings/82308