

## **Director, Center for Research Excellence 997977**

Staff

Cincinnati, OH

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ID:3406-433

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Full-Time/Regular

Xavier University is seeking an inaugural director for its new Center for Research Excellence (CRE). Animated by a mission to promote the growth and success of research, scholarly, and creative activities across all colleges at Xavier, the CRE will provide a centralized office responsive to the needs of the campus community. Goals of the CRE include:

- Strengthen scholarly activity by building collaborative networks internally and with external partners
- Identify and expand external grant funding supporting scholarship and programmatic activities
- Encourage the participation of undergraduate and graduate students in research, scholarly, and creative activity
- Support professional development related to research and scholarly activities, including by providing training, consultation and mentorship
- Fostering a university culture that recognizes scholarly and creative activity
- Contribute to creating and sustaining a culture of ethics and robust policies supporting research integrity

The Director provides leadership to the CRE, promoting a vision for scholarly activity that is aligned with Xavier's mission. The Director will work to achieve the CRE mission and goals, while advocating for resources to support its development and growth. The Director will work with and provide leadership to offices and areas supporting research, including Grant Services, IRB and Undergraduate Research, and coordinates with additional campus partners, including the Center for Teaching Excellence, University Library and Development Office.

### **RESPONSIBILITIES**

1. Provide leadership to the Center, articulating and promoting a vision for scholarly activity at Xavier, appropriate to its mission
  - Routinely assess the needs of faculty, staff, and students to identify research priorities
  - Advise institutional leadership, including for strategic and academic planning purposes
  - Increase the visibility and recognition of research at Xavier, internally and externally
  - Advocate for resources, internal and external, to strengthen the infrastructure supporting scholarly activity
  - Oversee and coordinate University-wide collection and communication of data on faculty research, such as annual reporting on the HERD survey
2. Expand and strengthen research and scholarly activity by building capacity and expertise, as well as by promoting collaboration, among faculty and staff

- Provide and coordinate training, consultation and mentorship to faculty and staff
  - Oversee programs that provide internal funding and resources to support faculty research
  - Facilitate collaboration among faculty through cross-disciplinary workshops, writing support communities, research interest groups, etc.
  - Catalyze new initiatives by convening groups and facilitating planning around strategic priorities or opportunities
3. Encourage the participation of students in research, scholarly, and creative activity
- Provide direction to the Director of Undergraduate Research
  - Track the participation of students in research, scholarly, and creative activity
  - Promote research as means to recruit and retain talented, diverse students
  - Provide and coordinate training to foster student research skills
  - In collaboration with others, coordinate opportunities to showcase and recognize student research and creative activity
4. Foster and sustain a culture of ethics and research integrity
- Develop and implement policies consistent with federal and state regulations, guidelines and best practices
  - Monitor developments and trends in federal and state agencies as they impact funding or research regulations, policies or guidelines
  - Effectively communicate relevant internal policies and federal and state guidelines and regulations, including by providing or coordinating training
5. Provide leadership to offices and areas supporting research, including Grant Services, IRB and Undergraduate Research, and coordination with additional campus partners, including the Center for Teaching Excellence, University Library and Development Office

This is a 12-month, on-campus position. Typical work hours are in-person M-F 8:30 am – 5:00 pm, with occasional need for earlier or later hours. Hybrid scheduling, up to two days per week, may be available.

#### **REQUIRED QUALIFICATIONS**

- Doctoral degree
- At least 3 years of experience in higher education
- Success as a Principal Investigator or leader of an independent research program
- A solid understanding of sponsored research and competitiveness strategies, particularly in the context of a predominantly undergraduate institution
- Firm knowledge of grant writing best practices
- Strong ability to communicate effectively and work with members of the academic and research community
- Experience with meeting deadlines, prioritizing responsibilities, attending to details, taking initiative, and working independently and with a team to carry out challenging assignments
- Experience providing project management support in a team context or successfully managing complex projects

## PREFERRED QUALIFICATIONS

- Experience designing and delivering training, particularly on topics related to research project development and grant-seeking
- Demonstrated success in shepherding interdisciplinary strategic initiatives for external funding
- Experience mentoring faculty and/or students, particularly related to scholarly activity
- Experience collaborating with community, industry, or foundation partners
- Experience managing a center, including staff and a budget

Xavier University in Cincinnati, Ohio is part of the 500-year-old Jesuit Catholic tradition of academic excellence in the liberal art and is strongly committed to enhancing equity, inclusion, and diversity. These values are central to our mission. We strive for a climate of respect and inclusiveness that welcomes and supports members from diverse backgrounds and life experiences, is committed unreservedly to open and free inquiry, and deliberately seeks out multiple perspectives. Xavier is committed to a diverse and inclusive environment; we welcome candidates who thrive in a workplace where diverse backgrounds and perspectives are encouraged and embraced.

To ensure consideration, interested candidates should submit a resume, cover letter, and the names, addresses and telephone numbers of three professional references on Xavier's website. In their cover letter, candidates are asked to include a brief statement on how they might support/contribute to Xavier's commitment to diversity and inclusion.

***Review of applications will start on December 6, 2024. Applications will be accepted until the position closes at the University's discretion.***

## BENEFITS:

Xavier University offers a wide array of complementary and affordable benefit options to meet the financial, educational, health, and wellness needs of you and your family. Eligibility varies by position and employment class.

- Comprehensive insurance plans including medical, dental, vision, and prescription coverage.
- Tax advantaged accounts including health savings account, flexible spending accounts, and dependent care account.
- Financial security via life and long-term disability insurance, accident and illness insurance, and retirement savings plans.
- Generous paid time off work options including vacation, sick leave, and holidays.
- Tuition remission for employees and their eligible dependents.