

**College of Natural and Applied Sciences**  
**Associate Dean, STEM Research**

Reporting to the College Dean, the Associate Dean, STEM Research is responsible for leading the College of Natural and Applied Science research strategy and is a member of the college leadership team. More specifically, the Associate Dean, STEM Research may hold the following responsibilities.

**Responsibilities (may) include:**

- Convenes and supports faculty ADRs to develop and steward a college research strategy to:
  - Increase interdisciplinary research
  - Increase overall levels of research funding
  - Enhance documented impact of research
  - Support ethical and effective research practices
- Provides leadership for development and execution of major CNAS interdisciplinary research initiatives
- Works closely with the Senior Research Partner (VPRI portfolio) and the Director, CNAS Office of Research to support all aspects of research administration in CNAS
- Fosters and stewards college-specific research and innovation partnerships, including industry, community, international, and advancement-related relationships
- Fosters a culture of research integrity and safety, including coordination of lab safety standards and research policies
- Ensures effective and ethical practices for Equity Diversity and Inclusivity and Indigenous Initiatives within the research enterprise and is the liaison with other leaders for these and additional strategic initiatives
- In collaboration with the VPRI and faculty ADRs:
  - Fosters research collaboration across colleges and with the stand-alone faculties
  - Coordinates major interdisciplinary and institutional research initiatives and grant application development
  - Identifies innovation and commercialization opportunities, directing them to VPRI and coordinating technology transfer activities between faculties and VPR
  - Develops and maintains the institutional research and innovation strategy, including tracking, monitoring, and reporting of research performance metrics
  - Implements researcher development initiatives including onboarding, training, and mentoring
  - Coordinates research-related communication within the college
- Coordinates strategic planning for research space with the faculties to ensure optimal use.
- Coordinates planning and inventory for infrastructure, equipment , and core facilities
- Other duties as assigned by the College Dean

**Committee Responsibilities:**

- Dean's Office
  - Acts as a member of the College Leadership Team
- University Level
  - Participates in a number of university committees in relation to the Office of Research

- Ad Hoc appointments
  - As required by the portfolio

**Knowledge, Skills and Abilities:**

- PhD (or terminal degree) in a CNAS discipline
- Strategic research leadership experience
- Extensive knowledge of University of Alberta policies, procedures and operating requirements, especially as related to the VPRI portfolio
- Experience and knowledge in research adjudication and administration
- Demonstrates skills and experience to work and lead collaboratively with the ADRs and research administration staff
- Able to deal with sensitive and confidential material
- Demonstrated ability to research, analyze and summarize issues and to communicate results effectively to all stakeholders
- Strong organizational and interpersonal skills to develop effective relationships with faculty, administration and diverse external research stakeholders and partners
- Demonstrated experience and commitment to EDI and II
- Demonstrated understanding of trends in the research landscape in Alberta, Canada and beyond