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