



Special internal posting for Academic Director, Research Commons

The Vice-President Research & Innovation (VPRI) is seeking applications for an Academic Director of Research Commons. Please note this is an internal position.

Reporting to the Vice President Research & Innovation, the Director Research Commons will work closely with the Associate Vice-Presidents Research, Associate Deans Research, Faculty Research Officers, and faculty researchers to provide vision, leadership and guidance in the provision of programming to foster successful research grant applications and promote the promulgation of research intensification across the varied Faculties at York University.

The mandate for this position is to establish a “Research Commons” overarching framework, recruit faculty leaders to establish a leadership team, design and deliver a research pedagogy based on mentorship and skill transmission to faculty across the career span (with emphasis on early career), to promote and evaluate the program for internal and external stakeholders tracking relevant metrics such as grant application rates and grant success rates.

Duties will include but are not limited to:

- In collaboration and consultation with the VPRI, AVPs, Associate Deans Research, Faculty Research Offices, Office of Research Services, Office of Research Ethics and broader internal stakeholders undertake research and environmental scans, to develop the overall design and coordinate programming, courses and operational plans for the new Research Commons space. Establish standard operating procedures, goals, objectives, activities and timelines.
- Introduce and implement strategies and approaches to guide researchers through entire award cycle, offer in-depth internal reviews that mirror external proposal process, provide structured guidance for securing major awards and educate faculty on new funding opportunities.
- Serve as a catalyst for knowledge sharing, championing good practice in research grant seeking approaches, research careers and supporting teams and individuals to enhance research and research funding at York.
- Liaise and recruit new and seasoned faculty to be a part of the Research Commons and establish program resources for researchers to understand the offerings.
- Develop tracking metrics and program evaluation activities, and identifying issues related to achievement of proposed targets.
- Liaise with funding agencies including but not limited to NSERC, SSHRC and CHIR to promote awareness of programming.
- Provide direction on marketing and outreach initiatives to gain applicable researchers to participate in the program courses, workshops and mentorship.
- Design mentorship program where peer-to-peer learning and mentorship directed development occurs, and oversee recruitment of seasoned researchers to mentor new researchers.
- Collaboration through attendance at Faculty council meetings and working with the Office of the Provost to engage with new faculty hires.

Qualifications:

Minimum of 15 years’ related, progressive experience leading a well-funded program of independent research, including the administration of with his/her own external research funding. Incumbents must have a record of tri-council funding. Demonstrated expertise in the management of major research or innovation projects with graduate and post-graduate HQPs essential.

Application materials:

Candidates should forward a complete CV and a 1-2 page letter detailing his/her thoughts on the vision of Research Commons. Applications must be submitted by **9:00 am on Monday June 17, 2019**. Please forward all documentation to Barbara Edwards, Senior Policy Advisory, Office of the Vice-President Research & Innovation, 5th Floor Kaneff Tower or electronically to barbb@yorku.ca. All information received regarding these positions will be treated in strict confidence.

Office of the Vice-President Research & Innovation