



THE UNIVERSITY OF BRITISH COLUMBIA

Department of Obstetrics & Gynaecology

Faculty of Medicine

ASSOCIATE HEAD RESEARCH – JOB DESCRIPTION

POSITION PROFILE

Position Title	Associate Head Research
Accountable to:	Head, Department of Obstetrics & Gynaecology
Location:	TBC
FTE:	20%
Pay Scale:	Commensurate with rank and experience

BACKGROUND

The Associate Head, Research is an administrative leadership position within the Department of Obstetrics & Gynaecology. The incumbent is responsible for enhancing the vision and leadership in the full range of research conducted by the members of the UBC Department of Obstetrics & Gynaecology as well as support the Head in delivering on the research mission of the Department and support to Department Head on research administration.

KEY RESPONSIBILITIES

Co-Lead the development and implementation of strategic priorities and action plans for research in the Department of Obstetrics & Gynaecology.

Develops and maintains a mechanism for evaluating research productivity in the Department

Establish a Department of Obstetrics & Gynaecology Research Committee with the mandate of fostering an effective, inclusive and supportive research environment, supporting department members to become nationally and internationally recognized leaders in basic, clinical, and translational research.

Promotes a culture that systematically values research within the Department

Mentors early career researchers.

Enhance success in attracting research support (salary, operating grants, industry funding, etc.) including providing access to grant facilitation activities for department members. In addition, supports the fundraising activities of the Department in regards to research

Strengthen relationships with health authority research institutes and other partner organizations.

Facilitate collaborative research activities involving clinical trainees, postdoctoral fellows and other graduate students, including the Fred Bryans forum and Academic Day.

Support the Department Head with grant reviews and approvals.

Facilitates research activities amongst trainees and graduate students in collaboration with program directors.

RELATIONSHIPS

Reporting

Direct report to Head, Department of Obstetrics & Gynaecology

Positions that report to this position

OBGYN Research Manager(s)

Functional relationship with

Leadership in Health Research Institutes

Department Committee Membership

Department's Executive Committee

OBGYN Research Committee

QUALIFICATIONS AND REQUIREMENTS

The successful candidate must have demonstrated skills in leadership and administration in a leading facility and have made scholarly contributions in research. The position may be of interest to a wide range of applicants with varying specialty/subspecialty interests with university and hospital appointments.

The ideal candidate will have had success with major grants, served on grant review panels, and demonstrated experience with collaborative research.

This job description is intended as a guide to the range of duties for this senior role.

The role description will be reviewed after 12 months. Term of the appointment is up to a maximum of 5 years renewable for a 5 year term subject to position review and satisfactory annual performance reviews.