

**Southern Connecticut State University
Office of Academic Affairs**

Announces an Opening in a Leadership Role

**Research Protection Program Director
10-month position**

In accordance with the university policy for leadership positions for which full-time faculty receive reassigned time from the administration, the Provost is soliciting applications from individuals who are interested in serving as Research Protection Program (RPP) Director.

Duties and Responsibilities:

The University requires moral and ethical behavior and integrity in all research performed by its faculty, students and staff. The SCSU Research Protection Program (RPP) promotes and maintain appropriate management and oversight of SCSU research activities according to federal codes and institutional requirements. Reporting to the Provost/SCSU Institutional Official, the Research Protection Program Director will lead and manage the RPP functions while working closely with the RPP Chairs, Executive Director for Research & Innovation, and the Office for Sponsored Programs Research (SPAR).

Specific responsibilities include, but are not limited to the following

- Provide central coordination and support for the SCSU Office of Research Integrity (ORI)
- Develop and implement ORI policies and procedures in collaboration with SCSU RPP Chairs, SPAR and Executive Director for Research & Innovation
- Act at the SCSU Research Integrity Officer (RIO)
- Oversight of the CITI Research training program.
- Maintain RPP related records.
- Submit required RPP and ORI related reports and other communications to federal (and other) agencies. When appropriate assist Provost/SCSU Institutional Official with submission.
- Assure maintenance of ORI and RPP related assurances and certifications as required by external agencies
- Address RPP related questions and issues that arise for SCSU students and faculty members
- Oversee the ORI website and regular communications that support the following: information about RPP structure, philosophy, and policies for faculty, staff, current and prospective students, and external partners.
- Membership in Association of Research Integrity Officers (ARIO) and continuous training on best practices for Research Integrity Officers.
- Provide regular reporting to the AVP AA

Persons seeking this position must have the following qualifications:

- Full-time tenured or tenure-track faculty member
- Demonstrated experience with Research Protection functions
- Superior interpersonal skills and ability to use them to achieve goals
- Excellent communication (oral and written) and organizational skills
- Experience in administrative role(s) at the coordinator level or higher
- Familiarity with campus policies and procedures
- Demonstrated history of ability to work collaboratively and harmoniously in a collegial environment with faculty, staff, and students with diverse backgrounds and varied roles, and with internal and external groups

- Willing and able to manage ambiguity

Preference will be given to those applicants with the following:

- Demonstrated ability to innovate and provide creative leadership
- Experience in strategic planning and assessment

Application Process:

Persons interested in seeking the position should submit a letter of interest. This letter should address the applicant's qualifications for the position and how they would address the specific duties noted in this position description. This letter should be no more than four (4) pages in length and should be accompanied by an academic *curriculum vitae*.

The deadline for receipt of letters of interest and CVs is close of business **on Friday, May 3.**

Applications should be submitted electronically to Ms. MaryAnne Boyen, Boyenm1@southernct.edu

Reassigned Time, Effective Date, and Term of Appointment:

The RPP Director will receive six (6) hours of reassigned time during each of the fall and spring semesters and additional compensation for intersession and summer depending on work load with approval by the provost.

This appointment will be effective on the first day of the fall term 2024. The term will be two (2) years from the date of appointment and may be extended to a third year. The position will be re-advertised in the spring of the final year of the incumbent's appointment. The incumbent will be eligible for reappointment, depending upon the quality of his/her performance during the term in question and providing that the appointment will not substantively interfere with the operation of the person's department.

April 2024