



## **JOB ANNOUNCEMENT: ASSISTANT DEAN OR DIRECTOR OF RESEARCH**

**JOB TITLE:** Assistant Dean or Director of Research  
**SUPERVISOR:** Dean for College of Psychology  
**EFFORT:** 1.0 FTE, Full Time, Exempt  
**EDUCATION:** PsyD or PhD

California Northstate University is dedicated to educating, developing, and training the next generation of healthcare professionals. After launching and accrediting the College of Pharmacy, College of Medicine, and the College of Health Sciences, CNU now is seeking an Assistant Dean or Director of Research to join the team in our new College of Psychology.

This program will provide students with scientifically proven interventions and practical first hand field experience culminating in a doctorate of clinical psychology (PsyD). Graduates will have the knowledge, skills, and experience necessary to take the next steps in becoming a practicing, licensed psychologist.

The Assistant Dean or Director of Research will be part of the College of Psychology faculty and a key member of the Dean's leadership team. With their exemplary reputation as a research leader in psychology education, the Assistant Dean or Director will provide leadership, support, and innovation to all research programs.

### **RESPONSIBILITIES**

The Assistant Dean or Director of Research will be responsible for:

1. Serves as the College's spokesperson on all research issues
2. Strategic planning in developing research for overall program and to advance the research trajectories of the College of Psychology
3. Provide mentorship to faculty and students regarding research
4. Approve research requests for Principle Investigator
5. Permanent member of the IRB
6. Provide guidance on the dissertation process
7. Assurance of scientific integrity training and management of conflicts of interest
8. Development of cooperative research agreements with public and private entities

9. Develops research policies and initiatives
10. Promotes research links and engagement within the College and across the University to grown research output and interdisciplinary research
11. Review all dissertation and IRB proposals interfacing with the University Vice President for Research
12. Write and maintain Dissertation Handbook
13. Develop and monitor faculty labs and research
14. Determine designation of research faculty
15. Review and assist in grant proposals
16. Provide oversight for faculty and student publications and presentations
17. Ensure CNU visibility at major research conferences
18. Serving on the Dean's Executive Committee
19. Other duties as assigned

## **QUALIFICATIONS**

### Must have:

1. Demonstrated leadership and experience in research and academic administration
2. Knowledge of current and future directions of health science research
3. Active engagement in health or healthcare related research
4. A PhD or PsyD from an APA accredited program
5. Experience managing complex organizational tasks
6. A proven track record of writing and approving policies and procedures
7. Experience evaluating academic program effectiveness
8. Previous experience with conflict resolution
9. Knowledge of accrediting standards, including WASC and APA
10. The ability to analyze complex problems and provide solutions
11. Comprehensive knowledge of the discipline of psychology
12. The ability to speak and write clearly and concisely

### Preferred:

1. A license to practice in the state of California
2. Completion of an APA internship
3. Experience working on teams with a variety of healthcare professionals
4. Knowledge of local training and educational opportunities for students
5. Prior teaching experience at various academic levels
6. Establishment of positive and harmonious relationships with others
7. Proven excellence in public speaking
8. Previous experience representing a large organization to the public

## **APPLICANT SHOULD SUBMIT**

- Cover letter that addresses qualification, experience, and career goals
- Resume/CV
- Name, addresses, and telephone numbers of at least (3) professional references

Please send all application materials to the HR Department at [hr@cnsu.edu](mailto:hr@cnsu.edu), or California Northstate University, 9700 West Taron Drive, Elk Grove, CA 95757. CNU is an Equal Opportunity and Affirmative Action Employer. All qualified candidates are encouraged to apply.