Faculty Director, Clinical Research Operations (CRO)

Office of the Associate Vice Chancellor for Clinical Research (AVC-CR)
Clinical and Translational Science Institute (CTSI)

Recruitment Period

Anticipated Open date: September 3, 2024
Last review date: October 1, 2024
Final date: October 29, 2024
This position is open until filled. Applications received after the review date will only be considered if the position has not yet been filled.

Description

Faculty Director, Clinical Research Operations
Office of the AVC-CR and the CTSI

Scope of Work

Applications are sought from current UCSF Faculty (All Schools) for the position of Faculty Director, Clinical Research Operations for the Office of the AVC-CR and the CTSI. A workforce that is diverse, inclusive, and equitable is an important part of our mission and critical to our success. We welcome and encourage applicants from groups underrepresented or historically excluded from careers in science and/or medicine.

This is an internal UCSF search.

The Faculty Director, CRO will serve as a key partner to assist the AVC-CR, Office of Research leadership, and relevant campus administrative units (e.g. Office of Sponsored Research and IRB) in identifying and addressing priority areas to ensure efficient and effective research operations for studies with human participants, including clinical research and clinical trials. The position requires regular interaction and engagement with UCSF research faculty and staff across all schools, units, and campuses.

The Faculty Director additionally partners with an Associate Director to oversee the Clinical Trials Operations Unit (CTO), where the primary focus is optimizing clinical trial activation and conduct across all schools and the graduate division. The CTO works with multiple administrative units to support initiatives that address obstacles, challenges, and roadblocks in clinical trial operations, including the current Clinical Trials Excellence Campaign. As a central hub for collecting and reporting clinical trial operations data to the Office of Research, the CTO provides clinical trial navigation support for the research community and serves as an advocate to identify high priority issues and steward solutions in the conduct of clinical trials. The CTO also provides training courses in clinical research operations for clinical research staff and Principal Investigators.

The Faculty Director, Clinical Research Operations reports to the AVC-CR and CTSI Director.

This is a part-time 15% (up to NIH cap) position.

The specific priorities of the Faculty Director, CRO will be determined by the incumbent in collaboration with the AVC-CR and staff leadership. General responsibilities will include:

- Partnering with the AVC-CR, and leadership from the Office of Research, Office of Sponsored Research, IRB, and other relevant administrative units to identify high priority areas to support operational efficiency for studies that involve human study participants.
- Serving as lead in coordinating the Clinical Trials Excellence Campaign in collaboration with the Associate Director of CTO.
- Serving as Co-Chair of the Clinical Trials Advisory Committee (CTAC) to bring forward input and feedback from the UCSF clinical trial community to the AVC-CR.

- Overseeing all efforts and activities of the Clinical Trials Operations Unit (CTO) in partnership with the Associate Director of CTO including CTO training programs for research staff and faculty, clinical trial navigation for the research community, support for a dashboard of clinical trial activation time metrics, and advocacy and stewardship of key scientific and administrative issues for the success of clinical trials.
- Engagement with CTSI-supported programs relevant to clinical research operations (e.g. Clinical Research Services, Community Engagement, Participant Recruitment Program)
- Participation in the NIH CTSA Trial Innovation Network activities (TIN; a multi-institutional CTSI-based initiative aimed at enabling the more efficient conduct of multi-center clinical trials).
- Other clinical research operations-related activities as identified by the AVC-CR and the VCR.

Criteria for appointment:

- Associate or Full Professor rank.
- Ladder Rank, In Residence, Clinical X, Health Sciences Clinical or Adjunct series.
- MD, DO, PhD, DDS, Pharm D, DNP, DPTSc, DSc, or equivalent.
- Experience in designing and implementing studies in human participants among diverse study populations, including knowledge and understanding of key administrative and operational issues related to study start-up and conduct.
- Experience in clinical trial activation and conduct among diverse study participants.
- Strong communications skills and capacity to partner successfully with staff, faculty, and leadership across multiple UCSF administrative and scientific units.

As a University employee, you will be required to comply with all applicable University policies and/or collective bargaining agreements, as may be amended from time to time. Federal, state, or local government directives may impose additional requirements.

UCSF seeks candidates whose experience, teaching, research, or community service has prepared them to contribute to our commitment to diversity and excellence. The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age or protected veteran status.

For consideration, please send application materials to: Jillian.Reiff@ucsf.edu

Job location
San Francisco – hybrid onsite/remote

Document Requirements

- Curriculum Vitae - Your most recently updated CV
- Cover Letter outlining qualifications and interest in the position
- Statement of Research
- Statement of Contributions to Diversity - Please see the following page for more details: https://diversity.ucsf.edu/programs-resources/faculty-recruitment/contributions-statement

Reference requirements

- 3 required (contact information only)