

Seeking [Yearlong Inquiry Program \(YIP\)](#) Director

The Clinical and Translational Science Institute (CTSI) workforce development program is seeking a new Director to lead the Yearlong Inquiry Program (YIP) at UCSF. YIP trains 10-11 predoctoral learners annually in clinical and translational research methodology and practice and is funded by CTSI and the School of Medicine Inquiry Funding Office. Students take a year away from their health professional school studies to work under the guidance of a mentor on a research project.

Candidates for Director of YIP should be at the Associate Professor level or higher, have had a career development award, have had an R01 award (or equivalent), and have experience in a leadership or faculty mentor role for a T32 fellowship. Candidates should have experience writing NIH grant proposals, particularly institutional training grants. The position provides 15% salary effort at the NIH cap.

Interested applicants should send the following to [Madeline Mann](#):

- CV
- Personal Statement which addresses mentoring philosophy and experience
- Teaching Evaluations
- Diversity Statement <https://diversity.ucsf.edu/contributions-to-diversity-statement>

Recruitment Period

Open date: January 6, 2025

Deadline to Apply: March 31, 2025

Start Date: July 1, 2025

Scope of Work

Applications are sought from current UCSF Faculty (All Schools) for the position of Yearlong Inquiry Program Director under the Clinical and Translational Science Institute (CTSI). This is an internal UCSF search.

This is a **part-time 15% position** (at the NIH cap).

The Director will support predoctoral learners as they cultivate the skills necessary to conduct clinical and translational research. General responsibilities include:

- Participating as key personnel on the CTSA grant, including regular engagement with the CTSI leadership and institutional stakeholders in the development, direction, and evaluation of overall CTSI activities.
- Drafting and editing the T32 predoctoral grant renewal (due September 2025) with assistance from the CTSI leadership and staff. The Director will serve as contact PI on the future T32 grant.
- Participating in the annual selection process for new fellows, conducted by the School of Medicine Inquiry Funding Office
- Advising students on coursework and enrollment in the MAS in clinical research
- Facilitating bi-weekly works-in-progress sessions and attending quarterly fellow-run Journal Clubs

- Serving as a resource to fellows who may be experiencing issues with their mentors or issues with their research projects
- Attending the annual Translational Science meeting with fellows (in-person).
- Working closely with the Director of CTSI Workforce Development programs.
- Drafting the annual Progress Report for the NIH/NCATS.