

Job Level	Director of Proteomics and Metabolomics	Management Level II
Problem Solving	<ul style="list-style-type: none"> <li>* The Director reports to the Assistant Vice President for Strategic Initiatives which may include regular interaction with the Office of the Vice President for Research Executive Committee.</li> <li>* The Director will be responsible for the day to day management of the Proteomics and Metabolomics Facility (PMF) which encompasses both the DNA Sequencing Facility and the Flow Cytometry and Cell Sorting Facility.</li> <li>* Actively participate in fund raising through collaborative and independent grant writing as well as philanthropic efforts.</li> <li>* Work with the OVPR to ensure that the facility is providing the highest level of service and has access to state-of-the-art instrumentation.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Applies concepts towards the development of new rules or policy development</li> </ul>
Interaction/ Communication	<ul style="list-style-type: none"> <li>* On-going communication with the Core Advisory Board and the PMF Advisory Committee to ensure that the facility maintains the resources and capabilities required by its stakeholders.</li> <li>* Communicate directly with researchers and provide consultation and guidance in experimental design and data analysis.</li> <li>* Mentor graduate students and postdoctoral scientists to foster an interdisciplinary and educational environment.</li> <li>* Interacts directly with investigators, providing consultation guidance, and technical support for related research projects.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Adapts communication style and uses persuasion in delivering messages</li> </ul>
University Impact	<ul style="list-style-type: none"> <li>* The Director is responsible for establishing and maintaining PMF resources and ensuring efficient and cost-effective operation to sustain a high level of service to the CSU research community.</li> <li>* Participates in grant proposal writing, preparing manuscripts and reports, and supports the academic mission by organizing and participating in educational programs</li> </ul>	<ul style="list-style-type: none"> <li>▪ Ability to impact the development of existing principles and guides the development of new policies and ideas</li> <li>▪ Work provided by the team generally has longer-term impact beyond the current year</li> </ul>
Financial/ Budget Responsibility	<ul style="list-style-type: none"> <li>* The Director has budget authority over a ~\$2M total annual budget.</li> <li>* The Director, working with the Business Manager, is responsible for long term financial planning for the PMF.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Provides input into the budgeting process and may be a sub-departmental budget owner or have responsibility towards the fiscal management</li> </ul>
People Management	<ul style="list-style-type: none"> <li>* The Director is responsible for the supervision of all of the employees in the PMF, which currently include 8 APs plus graduate student assistants and student hourly employees. The direct reports are: 4 APs.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Manages teams of technical/support and/or professional roles</li> <li>▪ May have people management responsibility for pay reviews, performance management, and resource planning</li> </ul>