

Sam Houston State University Human Resources

Staff Classification Description – Vice President for Research and Strategic Partnerships

Skill Category: Executive/Administrative

Position (Employee) Class: 1M120 (E1)

Grade: NC

Date: 08/2023

Department: Division of Academic Affairs

Educational & Experience Requirement: Terminal Degree in appropriate field. Proven and substantive administrative experience with record of accomplishments as an administrator at a senior educational institution or experience in a related field. Must have documented success in obtaining external research support. A combination of education, experience, and training that would produce the required knowledge and abilities could be considered.

Nature & Purpose of Position: Responsible for the institution's research enterprise including external funding, compliance, and intellectual property. Works with members of the presidents' cabinet to establish strategic partnerships with industry and advisory boards in order to further the mission of the institution while supporting the needs of the external partners. Serves as a member of the president's extended cabinet.

Supervision Given & Received: Reports to the Provost and Sr. Vice President for Academic Affairs in furthering the goals within the Division of Academic Affairs.

Primary Responsibilities: Serves as Chief Research Officer for Sam Houston State University. Provides strategic leadership for the institution's research enterprise including oversight of ORSP. Sets annual goals for research efforts and priorities. Ensures research compliance. Identifies and establishes strategic partnerships. Identifies workforce needs that can be met through continuing education and/or credit bearing academic programming. Establishes new educational credentials of value to business, service, and public markets. Works with the Texas State University System (TSUS) Office of Governmental Relations and TSUS approved governmental relations partners and associations such as The Normandy Group to raise awareness of SHSU, its research programs, and its strategic partnerships during visits to Congress and Federal Agencies. Performs other duties as assigned.

Other Specifications: Possess deep knowledge about diverse funding sources; experience fostering collaborative, interdisciplinary research between departments, schools and colleges; strong administrative leadership skills to bolster key infrastructure and enhance research capacity; ability to advance an organization's research mission; evidence of fostering internal and external collaborative partnerships; experience working with a diverse range of research programs, including those in research centers and institutes and academic programs; strong leadership, communication, and interpersonal abilities as well as excellent decision-making and problem-solving skills; innovative and creative ideas for success in a changing landscape of research funding; interest in mentoring faculty and creating new research opportunities through networking; familiarity with federal grant finance and compliance issues; experience in technology transfer, commercialization, and industry partnerships; experience evaluating research proposals; and the ability to develop and implement strategies to address long-term opportunities. Work involves executive skills requiring the ability to develop, interpret, and apply policy, procedures, and direction to a variety of situations and projects. A high level of independent judgment, resourcefulness, creativeness, and initiative is required. Must have the ability to direct and implement academic initiatives as suggested or approved by the Provost & Sr. Vice President for Academic Affairs.

This position may be designated as a Campus Security Authority (CSA).

This is a classification description with the complete list of job duties being maintained at the departmental level. Other job duties necessary for the effective operation of the University are expected to be performed. Any qualifications to be considered as equivalents in lieu of stated minimums require the prior approval of Human Resources.

Sam Houston State University is an at will employer and drug free/smoke free workplace. All positions at Sam Houston State University are considered security sensitive requiring background checks in accordance with education code 51.215, and drug testing as required by D.O.T. for safety sensitive positions. The pay grade range is inclusive of social security benefit replacement pay.

Sam Houston State University is Committed to Equal Opportunity in Employment and Education.