

Academic Coordinator in Genomics

The INSTITUTE FOR INTEGRATIVE GENOME BIOLOGY AT THE UNIVERSITY OF CALIFORNIA, RIVERSIDE invites applications for an Academic Coordinator in the established Genomics Core Facility. The appropriate level for this position will be determined according to the candidate's professional and academic experience at the time of hire. The duration of this position will be based on performance after one year. This position will support the Institute in the design and development of its research programs and the development of proposals for research funding. The position will also involve supervising student or assistant work in the laboratory setting, coordination of genomics-themed seminars, and equipment use and capability training sessions. In regards to administrative responsibilities, the position will involve running/organizing the genomics core and developing new initiatives for the core & collaboration with other UC Core facilities (this includes working with laboratory staff to acquire, prepare, and distribute supplies for experiments, organize materials and supervise staff) and will meet with the Director to review and discuss budgetary status, needs, and improvements.

Required qualifications at time of application for this position include:

- PhD in molecular biology, biochemistry, genetics or a related scientific discipline with 8+ years of experience in academic research
- Prior experience in NGS assay and reagent development, testing, troubleshooting and optimization with hands-on laboratory experience and in-depth knowledge of nucleic acid extraction, standard molecular biology methods, QC, library preparation and Illumina sequencing
- Ability to deliver results consistently and effectively, and quickly adapt to changing business conditions; has a demonstrated track record of delivering results
- Demonstrated ability to be adaptable and simplify studies to meet business objectives and resource limitations
- An agile mindset to make quick decisions, troubleshoot and be able to quickly shift focus to handle potential changes in workload and project type
- Experience working with vendors and site operations to bring in new technologies and maintain ordering, inventory, and shipment schedules for reagents and supplies
- A strong desire to serve as a leader/mentor for sequencing team colleagues with the ability to communicate well at all levels of scientific experience
- Experience leading a small team and/or managing a genomics core
- Strong project management skills
- Exceptional verbal and written communication skills
- Strong analytical and decision-making skills, and detail oriented
- Engage in crucial conversations by providing and receiving feedback supporting the growth and development of team members
- Demonstrated ability to engage and effectively influence team members across multidisciplinary teams while prioritizing multiple projects and meeting deadlines

Preferred qualifications for this position include:

- Direct experience with reducing turnaround time and costs for nucleic acids extraction and library preparations, and identification & resolution of efficiency gaps
- Experience with lab automation/robotic platforms and integration with lab data systems (e.g. Benchling, LIMS)
- Direct experience with library preparations for sequencing technologies (Illumina, PacBio, Oxford nanopore)
- 3+ years of sequencing core experience in a medium to large organization
- Experience in an operational role in commercial enterprises

Additional qualifications (strongly preferred) at time of hire for this position include:

- Research publications in appropriate journals reflecting knowledge of genomics data analysis
- Managerial experience in budget administration
- Ability to design and implement new analytical methods
- Experience in genomics techniques for Study Design, Quality Control, and Reporting Standards
- Excellent oral and written communication skills, with the ability to communicate clearly across different fields of science including molecular biology, biochemistry, genetics; ability to communicate complex information clearly and efficiently
- Detailed knowledge of laboratory safety
- Sufficient breadth and depth of specialized knowledge in the discipline and research methods to work within established research programs
- Demonstrated ability to work productively and collaboratively in a diverse community of faculty, post docs, coworkers, and students

Salary will be commensurate with education and experience.

Advancement through the Academic Coordinator ranks at the University of California is through a series of structured, merit-based evaluations, occurring every 2 years, each of which includes substantial peer input.

To apply: submit Cover Letter, Curriculum Vitae, Statement of Past and/or Planned Future Contributions to Advancing Diversity and Inclusive Excellence, and the contact information for three references to <https://aprecruit.ucr.edu/apply/JPF01426>. Review of applications will commence on August 21, 2021 and proceed until position is filled. For full consideration, applicants should submit their complete applications prior to the above date.

For more information about this position, please contact Dr. Katayoon Dehesh, Director of the Search Committee, Institute for Integrative Genome Biology, at katayoon.dehesh@ucr.edu. For questions on application procedures and requirements, please contact Ms. Kendall Dunmore, Academic Personnel, at kendall.dunmore@ucr.edu.



College of Natural and Agricultural Sciences
University of California, Riverside
Botany & Plant Sciences Department

UCR is a world-class research university with an exceptionally diverse undergraduate student body. Its mission is explicitly linked to providing routes to educational success for underrepresented and first-generation college students. A commitment to this mission is a preferred qualification.

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, age, disability, protected veteran status, or any other characteristic protected by law.