

Director of Research Development (7399U) - 63510  
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=228898>

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Posted Jan. 16, 2024, set to expire Jun. 30, 2024

**Job Title** Director of Research Development (7399U) - 63510  
**Department** Berkeley School of Education  
**Institution** University of California, Berkeley  
Berkeley, California

**Date Posted** Jan. 16, 2024

**Application Deadline** Open until filled  
**Position Start Date** Available immediately

**Job Categories** Professional Staff  
Director/Manager

**Academic Field(s)** Education - General

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**Job Description**

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**Director of Research Development (7399U) - 63510**

**About Berkeley**

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

The University of California, Berkeley, is one of the world's leading institutions of higher education,

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distinguished by its combination of internationally recognized academic and research excellence; the transformative opportunity it provides to a large and diverse student body; its public mission and commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and our [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. To find out more about how you can grow your career at UC Berkeley, visit [grow.berkeley.edu](https://grow.berkeley.edu).

## Departmental Overview

The Berkeley School of Education (BSE) is one of the nation's top-ranked schools of education, offering unparalleled scholarship and professional training that prepares future leaders of education policy, practice, and research. With one of the most diverse faculty and student bodies at UC Berkeley, in a community rooted in equity and social justice, the students and faculty of the BSE are joined by their shared commitment to understanding and improving the complex world of education. A central mission of the BSE is to improve teaching and learning for all students in our schools by preparing the next generation of teachers, administrators, educational researchers, and school psychologists in exemplary academic and professional preparation programs, with an emphasis on working with diverse students in urban settings. BSE graduates make a global impact as researchers, professional educators, leaders, and innovators.

## Position Summary

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Reporting to the Associate Dean of Research, the Director of Research Development develops and oversees the School's research portfolio.

The position will work in coordination with the Assistant Dean of Development and External Relations in order to align and uplift the priorities of the School.

### **Application Review Date**

The First Review Date for this job is: 01/26/2024.

### **Responsibilities**

#### Strategic Research Advancement

- Collaborate with faculty to identify areas of institutional research priorities.
- Provide strategic planning support to the Dean's Office.
- Assist with sponsor site visits.

#### Communication of Research and Research Opportunities

- Raise profile of BSE strengths that add to visibility and impact with external funding sources.
- Develop regular communications about new funding opportunities for BSE faculty and students.
- Conduct grant writing workshops.

#### Enhancement of Collaboration

- Convene and coordinate multi-disciplinary interest groups.
- Catalyze new cross-disciplinary research initiatives.
- Develop and/or coordinate resources and tools to promote collaboration.
- Maintain faculty expertise database and other collaboration tools.
- Facilitate collaborations between investigators at UC Berkeley and other institutes.

#### Proposal Development & Support Functions

- Assist faculty applying for new research funding opportunities, with a particular emphasis on supporting junior faculty, training grants, and complex multi-faculty proposals such as program

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project and center grants.

- Provide proposal development support including grant writing, editing, and budget development.
- Liaison with funding agencies during proposal development process.
- Support faculty to ensure smooth post-award launch of newly funded grants and contracts.
- Maintain a file of successful proposals.

### Required Qualifications

- Knowledge of and/or can quickly learn UC Berkeley, including its mission, vision, goals, policies, and infrastructure; strong knowledge of issues in higher education.
- Experience in grant proposal development with government agencies and private philanthropies.
- Excellent written, verbal, interpersonal communications, active listening, and political acumen skills.
- Excellent analytical, critical thinking, project management, and problem recognition, avoidance, and resolution skills.
- Bachelor's degree in related area and/or equivalent experience/training.

### Preferred Qualifications

- Master's degree in education, grant writing, and or training and/or equivalent experience/training.
- Demonstrated knowledge of the K-16+ education landscape and commitment to excellence and equity in public education.

### Salary & Benefits

This is a 3yr, full-time (40 hours/week), contract appointment, eligible for UC benefits with the possibility of extension with continued funding. This is a monthly paid, exempt position.

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities,

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education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted salary or hourly range that the University reasonably expects to pay for this position is \$85,800.00 - \$158,200.00.

### **How to Apply**

- To apply, please submit your resume and cover letter.

### **Other Information**

- This is not a visa opportunity.

### **Conviction History Background**

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

### **Equal Employment Opportunity**

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, or protected veteran status. For more information about your rights as an applicant, please see [the U.S. Equal Employment Opportunity Commission](#) poster.

For the complete University of California nondiscrimination and affirmative action policy, please see the University of California [Discrimination, Harassment, and Affirmative Action in the Workplace](#) policy.

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**To apply, visit**

[https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/HRS\\_HRAM.HRS\\_APP\\_SCH](https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_APP_SCH)

**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

N/A

University of California, Berkeley

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