"Oh, The Places You Will Go": The Gears of Research Administration



International Examples: Governments; Serviction; City of Specialist; County government; etc. Transportation; Grant Specialist; Compliant of Specialist; Compliant of Specialist; Contracting Specialist; etc. Contracting Specialist; Compliant Specialist; Contracting Specialist; Compliant Specialist; Contracting Spec

Specialist; Compliance; Accounting; Pre-award; Post-award; etc.

Funding: Direct recipient; Sponsor/flow-through; subrecipient; collaborator; consultant; etc.

Foundations: Universities:

Positions: Grants

Management: Contract

Higher Education

<u>Examples:</u> Universities; Community
Colleges; PUIs

Positions: Centralized Sponsored Projects;
College-level; Department-level; Pre-award;
Post-award; Cradle-to-Grave; Research
Compliance; Research Development;
Accounting; etc.

Funding: Direct recipient/federal flow through; subrecipient; collaborator; gifts; endowments; etc.

President/CEO of the business; etc.

Examples: Foundations; Businesses;
Hospitals; Laboratories; Research
Institutes; Higher Education
Accounting: Grants Management
etc.
Flow through; subrecipient/federal
downents; consultants;

Consul

Federal

Examples: DOE; DOD; USDA; NASA; NSF; NIH; NEH; etc.

<u>Positions:</u> Grants Management; Contract Specialist; Research Compliance; Pre-Award; Post-Award;

Funding: Issues funding to various types of entities; Direct recipient/federal flow through (FFRDCs); Subrecipient or collaborator (FFRDCs); etc.



SKILLSETS FOR RESEARCH ADMINISTRATION AND BEYOND

- Software Skills (Excel, Word, Adobe,
- etc.)
- Accounting/Budgeting/Mathematics
- Risk Management
- Analytical Skills
- Creative Thinking
- Critical Thinking
- Conflict Resolution/Problem-Solving
- Decision-Making
 Presentation Skills/Public-Speaking

- Communication Skills (oral, written, listening,
- etc.) Self-Management/Initiative
- Time Management Skills
- Research/Investigative Skills
- Prioritization and Planning Skills
- Global Perspective Skills
- Interpersonal Skills
- Teamwork
- Stress Management Skills