

MAKING A CAREER IN RESEARCH ADMINISTRATION

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How did we get here?

- ☐ Research Admin Degree?
- ☐ Dreamed of it since childhood?
- ☐ Aptitude test determined it was the career for you?

How did we get here?

- It was the first job I was offered after graduation.
- I wasn't ready to give up the campus life.
- My girlfriend had another year to go and I wanted to stay with her.
- My spouse was in graduate school and someone had to support us.
- I found out my liberal arts degree didn't qualify me for any jobs that actually paid.

Why do we stay?

- More relaxed than corporate world?
- Contribute to Society?
- Challenging?
- Variety?
- Opportunities?
- NCURA Friends!

Now what?

- What kind of jobs are available in research administration?
- What kind of employers are available in research administration?
- What level of jobs and how many are available in these types?
- What do you want to do in your career?
- What kind of Education/training/professional development do I need?
- Do I need a plan for advancing my career or can I just wing it?

What kind of jobs are available in research administration?

- Pre-Award
- Post-Award
- Compliance
- IRB
- IACUC
- Electronic research administration
- Conflict of interest
- Research integrity
- Intellectual property
- Central or Departmental

Central or Departmental?

- Central
 - ▣ Totally research administration focused
 - ▣ Broad exposure to campus wide activities
 - ▣ Indirect interaction with researchers
 - ▣ Fewer jobs
- Departmental
 - ▣ Focus is broader than just research administration
 - ▣ Isolated exposure within specific Department
 - ▣ Direct interaction with researchers
 - ▣ More jobs

What kind of employers are available in research administration?

- Colleges and Universities
 - ▣ Public and Private
 - ▣ PUI's and Research Extensive
- Government
- Private Funding Agencies, e.g., AHA, ACS
- Foundations
- Zoos/Aquariums/Observatories
- Conservation Departments
- Hospitals

What do you want to do in your career?

- ☐ Do you really want to supervise? Manage?
- ☐ Do you really want to be an institutional signature?
- ☐ Are you happier crunching numbers and not dealing with people?
- ☐ Are you better suited for a support role?
- ☐ Where are you at in your life?

What kind of education/training/ professional development do I need?

- ☐ Education?
- ☐ Training?
- ☐ Certifications?
- ☐ Professional organizations?

Do I need a plan for advancing my career or can I just wing it?

☐ Yes

Tips for keeping your job or even advancing!

- ☐ Network
- ☐ Get involved (e.g., NCURA)
- ☐ Attend conferences
- ☐ Publish
- ☐ Present
- ☐ Volunteer for internal and external committee work
- ☐ Learn all you can within and outside your area of expertise
- ☐ Others?

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