

Could you be a Research Administrator?

brought to you by the National Council
of University Research Administrators
Region IV Research Administration
Career Path Initiative

What is research administration?

“Research administrators help develop, implement, and manage research projects funded by federal and non-federal agencies. This includes finding funding opportunities, preparing proposals/applications, negotiating funded award language, and managing projects for compliance.”

let's break this down.

Research administrators often work with grants and other projects. They could oversee the pre-award process, looking for funding and preparing proposals, or the post-award process, ensuring compliance and monitoring finances – or both!

Billions of dollars

are expended annually in research & development at higher education institutions

important soft skills:

- Strong communication skills
- Problem solving and 'can-do' attitude
- Organization and ability to multitask
- Superior attention to detail
- Adaptability to work with different people

possible degrees:

- Business Management
- Finance or Accounting
- Public Policy
- Education Studies
- Law

career growth and professional development:

Research administration is crucial in higher education, but roles are also found in healthcare, government, finance, and more. The US Bureau of Labor Statistics estimates significant job growth in *Research Coordination* and *Research Administration Management*.

how do you get involved during undergrad?

Find a mentor at your current university to ask questions and possibly shadow. Look into research administration **master's programs**. Develop crucial **soft skills** that could make you a good fit.

learn more information at www.ncura.edu



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