

 DALHOUSIE UNIVERSITY FACULTY OF HEALTH Position Description: Associate Dean Research	<i>Sponsor:</i> Dean	<i>Approval Date:</i> MAC – Oct 13, 2016
	<i>Responsible Unit:</i> Faculty Council	<i>Amendments:</i> Formatting, March 2018 Added “Associate” to mandate: approved FC, May 22, 2018

TERM: Five-year renewable term (part-time appointment)

OVERARCHING MANDATE:

As a key leader in the Faculty, the Associate Dean Research (ADR) provides strategic research leadership to support development of capacity and excellence in achievement of the Faculty’s research goals and objectives. The incumbent must hold the rank of Associate or Full Professor and be tenured. The ADR must have a proven track record as a researcher and scholar as evidenced by grant capture, research dissemination and graduate student supervision; broad experience in the University and understanding of the current context and environment of research funding and external partner communities.

The following are core responsibilities:

- Research Leadership – provide strategic leadership and support for research and research training programs within the Faculty, including strategic planning, and research program development and evaluation.
- Research Operations – provide leadership for and coordination of the operational function of the research strategic plan of the Faculty.
- Faculty Development- collaborates with the Dean, School/College Directors and Center/Institute Directors to support faculty research development and to promote research excellence.
- Faculty Representation – represent the Faculty at University level and externally on research-related initiatives (e.g., Research Advisory Board, Research Funding Committees, Research Management Boards, and Research Strategic Planning etc.). This includes liaising with partner organizations and industry and advising the Dean, School/College Directors on university and external research initiatives.
- Act as Dean in the absence of the Dean.

Specific Responsibilities of this position include:

- Advise the Dean on the appropriate research strategic direction for the Faculty.
- Oversee the PhD in Health Program.
- Lead, along with School Directors, the development and implementation of the Research Strategic Plans of the Faculty and Schools.

- Liaise with the Vice President Research Office to develop inter-faculty and inter-university collaborative, multi-disciplinary health research initiatives, and to support the Faculty of Health Strategic Research Plan as it relates to national funding initiatives such as CFI, the CRC and Partnership and Centers of Excellence programs.
- Lead the overall research quality assurance framework of the Faculty; by working with the Dean, Directors and academic units of the Faculty to ensure that quality indicators for research are met (e.g., accreditation, regulatory body, and University and Faculty-level standards).
- Establish, implement and direct appropriate systems for the management of all phases of the decision-making process relative to Faculty research policy.
- Work in partnership with the CEO's and VP's and (research directors) of the Nova Scotia Health Authority, the IWK Health Centre and other external communities in order to coordinate the development of health research in the Faculty and region.
- Work with Directors, Research Directors and faculty researchers to encourage the development of quality interdisciplinary research projects and programs, by taking an active role in promoting linkages between researchers within the Faculty of Health and other Faculties in Dalhousie University and externally.
- Identify new resources for research in partnership with health centers, government, industry, philanthropy, and other communities to assist in University efforts to lobby at provincial and national government levels and private agencies for appropriate research funding for the Faculty of Health.
- Assist and advise researchers within the Faculty to maximize external research funding through development programs, internal peer review and mentoring processes.
- Lead in the development of strategic policies related to the improvement and management of research space, to evaluate and coordinate effective utilization of that space within the Faculty of Health in collaboration with the Dean, School/College Directors and Center/Institution Directors, and oversee the strategic planning and development of research space and CFI development.
- Ensure that faculty and research students are aware of critical issues and granting council expectations regarding scholarly integrity in, and ethics of, the conduct of research in the Faculty.
- Represent the Faculty at appropriate research organizations and committees external to the Faculty of Health.
- Encourage and facilitate the development of research translation including technology transfer through collaboration with the office of the Vice President Research.
- Assist in establishing policies in the Faculty of Health working in collaboration with the affiliated Health Authorities and communities and in alignment with Dalhousie University policy, with respect to intellectual property (IP).
- To oversee and ensure the efficient operation of the Faculty of Health Research Office by coordinating and supporting the development of staff members within the Faculty of Health Research Office and liaising with the PhD in Health program.
- Oversee Research Centre and Institute Development and reviews including selection of Scientific Directors
- Chair Faculty of Health Research Advisory Committee:

Committee Membership may include but is not limited to:

- External
 - Nova Scotia Health Research Foundation Advisory Board
 - Dalhousie Pharmacy Endowment Fund Board
- University
 - Deans Research Advisory Council
- Multi Faculty-Institution
 - Partners in Research
 - Healthy Populations Institute Management Advisory Board
- Faculty
 - Faculty of Health Deans Executive
 - Faculty Council
 - Faculty of Health Research Advisory Committee (Chair)
 - Center for Transformative Nursing and Health Research Advisory Board
 - Nursing Development and Research Fund Board of Directors