

Director of Research Safety and Risk Management
Marian University

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Posted Feb. 17, 2023, set to expire Dec. 15, 2023

Job Title	Director of Research Safety and Risk Management
Department	Institutional Research
Institution	Marian University Indianapolis, Indiana
Date Posted	Feb. 17, 2023
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Director/Manager
Academic Field(s)	Other Administrative Departments
Job Website	https://marian.peopleadmin.com/postings/1971

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Job Description

As part of a diverse community of faculty and staff who represent many faith systems and worldviews, Marian University seeks qualified applicants for a Director of Research Safety & Risk Management (“Director”). The Director will promote Marian University’s Catholic Franciscan Mission and Identity by directing and overseeing a comprehensive, university-wide program ensuring the safe, efficient, legal, and ethical operation of research and scholarly activities and manage the risks thereof in light of guidelines established by the RSA and agencies of the local, state and federal governments. The Director will be a member of the Research & Scholarship Administration (RSA) team and report to the Assistant Provost for Research & Scholarship or a designee. Additionally, the Director will serve an essential role in coordinating the safety monitoring, compliance, and response activities of all activities involving biohazardous materials in Marian University instructional and research facilities.

Essential Duties and Responsibilities:

- Actively engage the Catholic Franciscan mission and identity of Marian University by modeling

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the Franciscan Sponsorship Values and honoring the legacy of the founding congregation through transformative education, unity in diversity, leadership through service, integrating faith and life, and institutional policies.

- Provide consultation and administrative support the federally-mandated regulatory committees overseeing all Marian University locations (the Institutional Biosafety Committee (IBC), the Institutional Review Board (IRB), and the Institutional Animal Care & Use Committees (IACUCs) of Marian University's main campus and at Marian University's Ancilla College).
- Maintain a calendar of required reports, updates, etc. for the IRB, IBC, IACUCs, sponsored programs/research, and other research-related bodies and distribute reminders and notifications thereof.
- Informs and educates staff, students, and other constituencies regarding research-related safety risks. Routinely reviews and updates institutional policies to accommodate ongoing and future needs.
- Coordinate and monitor the delivery of research safety education and training to Marian University faculty, staff, and students who work with or have potential for exposure to hazards. Establish and communicate clear policies and provide ongoing training for dealing with accidents/illnesses related to research-related hazards.
- Provides technical guidance to faculty and staff in the development of safety plans for grant applications and laboratory protocols; advises facilities and physical plant staff regarding technical and programmatic issues involving laboratory safety design and maintenance.
- Develops, implements, and coordinates a comprehensive university-wide biological safety program to enhance institutional biosafety-related objectives and to ensure compliance with all applicable regulations, guidelines, policies, and directives to include the following:
- Monitor and ensure all Marian University instructional and research activities involving the use of hazardous biological materials, chemicals, and recombinant DNA molecules comply with appropriate regulations, policies, procedures, and best practices and enforce/develop such policies.

- o Establish and enforce policies for personal contamination, research-related illness, accidental spills, loss of containment, or violations with rDNA or synthetic nucleic acid molecules and any other research-related risk.

- o To ensure alignment with external standards, reviews research grant applications, proposals, and activities involving biohazardous materials and recombinant DNA, and approves or recommends modifications to ensure safe practices; provides guidance to researchers and/or performs follow-up as appropriate.

- o Oversees select agent transfers to and from university laboratories; monitors use of toxins covered by the CDC's Select Agent ruling.

- o Inspects research and instructional facilities for compliance with federal and external regulations and

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guidelines pertaining to biohazards; coordinates the review and investigation of all biosafety accidents occurring on university campuses, and develops corrective action plans.

o Develops and implements emergency response procedures for incidents involving biohazardous agents and materials, and maintains Marian University Incident Action Plan for biohazards; develops medical surveillance criteria for activities involving biohazards and related materials; responds to biohazardous materials incidents as appropriate.

o Serves as principal source of expertise to the University regarding appropriate equipment, facilities, and work practices for protecting laboratories, staff, and the environment from contamination and infectious organisms.

- In collaboration with the Research Operations Coordinator, is responsible for leading, supporting and/or participating in the following:

o Co-chairing the Institutional Laboratory Safety Committee to coordinate the intersection of laboratory safety in both instructional and research spaces.

o Coordinating student and laboratory volunteer safety training in collaboration with the Director of Research Operations and Compliance.

o Ensuring clear communication and compliance for all activities conducted in Marian University laboratories.

o Creating and disseminating standard operating procedures for each research facility.

o Creating and maintaining a comprehensive inventory of biological materials and chemicals present in laboratories and verify maintenance and safety of laboratory equipment.

o Participate in maintaining the University's research compliance self-service training system and distribute reminders and notifications thereof.

- Attain up to date credentials according to the Department of Transportation along with any other trainings necessary for transporting and receiving hazardous materials and serve as the in-house expert for such activities.
- In alignment with National Security Presidential Memorandum 33, develop, implement and enforce a reporting system for conflicts of interest, outside activities, and international research collaboration including but not limited to export control and trade embargo.
- In collaboration with the Responsible Conduct of Research Coordinator, support the development and implementation of federally-mandated training in ethical research practices.
- In collaboration with the Research Integrity Officer, support the process for adjudication and investigation of alleged research misconduct.
- Other duties as assigned.



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Contact Information

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Contact

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