The Research Policy, Analysis and Coordination unit (RPAC) is a consolidation of three currently separate units within the Office of Research and Graduate Studies (ORGS) that perform functions related to research and technology transfer policies and administration.

As part of a collaborative team of research policy professionals, the Research Policy Analyst has front-line responsibility in several broad areas including but not limited to such as policy development, guidance, interpretation, and implementation assistance; systemwide leadership and representation on research policy issues; systemwide coordination - promoting best practices, convening systemwide committees and work groups; and development of training materials and resource documents for campus use and providing systemwide and local training on various issues related to research and technology transfer policy.

The Research Policy Analyst has analytical responsibility within assigned content areas and works collaboratively with others on issues that cross content areas; these include issues related to government sponsors of research (e.g., federal and state); research policy (e.g., conflict of interest, human subject research, and animal research); intellectual property policy; private research sponsors/collaborators (e.g., industry, non-profit); material transfers; clinical trials; and research administration/contract and grant functions.

Bachelor's degree in public policy, law, science, or relevant field and three years progressively responsible experience working in public policy analysis and/or research administration (preferably in a university setting); or an equivalent combination of education and experience. Knowledge of university, state and federal policy-making processes or ability to quickly acquire the same. Knowledge and experience in at least one of the following areas:-Contracts and grants/research administration, Issues, regulations, statutes, agency requirements, and university policies relating to negotiation and administration of awards from state and federal agencies, non-profit sponsors, and/or industry sponsors,Contract law and legal principles.
- Issues, regulations, statutes, agency requirements, and university policies related to intellectual property, licensing, and technology transfer, clinical trials (e.g., FDA regulations, Medicare reimbursement rules, good clinical practices), human subjects research, conflict of interest, animal research; curation and repatriation of Native American human remains and cultural objects (NAGPRA), publication and dissemination of research results, transfer of research materials, academic freedom, research misconduct.

Experience performing policy analysis and/or regulatory, statutory, and contract interpretation; as well as dealing with policy issues related to conduct and administration of research in a university environment. Demonstrated research skills to identify appropriate primary and secondary sources and extract and assess pertinent information; well-honed Internet and database search skills. Demonstrated analytical skills to apply policy, technical, legal, and regulatory concepts to a wide variety of fact situations; ability to develop, assess,
and synthesize information to support formulation of sound position and policy recommendations. Excellent communication skills with ability to effectively communicate complex and technical information in a clear and concise manner for multiple audiences. Strong interpersonal and collaborative skills to build strong working relationship with constituents at all levels across and external to the organization; ability to work effectively with research partner/sponsor representatives. Demonstrated ability to exercise good judgment and sensitivity to political issues that may affect the University's approach to policy issues. Excellent organizational skills and attention to detail. Ability to work well independently and as part of a diverse and dynamic team.

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