

## DIRECTOR, APPLIED RESEARCH

### Applied Research

**Location:** Lac La Biche campus  
**Position type:** Full-time continuous  
**Salary:** \$117,768 to \$152,708 per annum

**Job number:** 24-023  
**Posting date:** July 31, 2024  
**Closing date:** Until a suitable candidate is found

### ABOUT THE POSITION

The Director of Applied Research plays a pivotal role in steering the strategic direction of research initiatives within our organization. Reporting to the Vice President of Academics and Research, this position oversees the development and implementation of research projects, ensuring they align with the College's goals and objectives. By managing a team of researchers and analysts, the Director of Applied Research ensures that the research produced is high quality, relevant, and timely. Responsibilities include:

- Stay informed about emerging trends, funding opportunities, and adapt research strategies.
- Make informed decisions on project priorities, timelines, and resource allocation.
- Review protocols, monitor progress, and maintain data integrity.
- Assess risks and develop contingency plans.
- Establish and maintain partnerships with external stakeholders to enhance research opportunities.
- Seek grants, partnerships, and funding sources to support research initiatives.
- Provide research opportunities for students.
- Develop and implement policies for ethical research practices and ensure compliance with regulations.
- Foster a collaborative research environment across the college.
- Oversee knowledge dissemination and represent the College at public forums.
- Review and approve research findings and reports for accuracy and reliability.
- Integrate new technologies and methodologies to enhance research efficiency.
- Measure and report on the impact of research outcomes.

### QUALIFICATIONS AND EXPERIENCE

- A master's or doctoral degree in a relevant field (e.g., social sciences, natural sciences, business, or health).
- Significant experience in research management, including project oversight, team leadership, and partnership development.
- Deep understanding of the industry or sector in which the College operates.
- Proficiency in data analysis, interpretation, and reporting.
- Familiarity with ethical guidelines and regulations governing research practices.
- Excellent verbal and written communication skills.
- Strong skills in leadership, team building, and human resource management.
- Ability to establish and maintain effective professional relationships with diverse internal and external groups.
- Strong computer skills, specifically with MS Office suite.
- Knowledge or experience with Moodle or other Learning Management Systems (LMS) would be an asset.
- Successful applicant will be required to provide a current police information check.



## ABOUT THE COLLEGE

We acknowledge that Portage College's service region is on the traditional lands of First Nation Peoples, the owners of Treaty 6, 8 and 10, which are also homelands to the Métis people. We honour the history and culture of all people who first lived and gathered in these lands.

Portage College has been serving the region for 50 years and is a first-choice post-secondary institution for learners in northeast Alberta. You will find that we are a college that combines quality with innovation. In fact, Portage College is considered a leader when it comes to providing students with a flexible first-class educational experience. We offer a wide range of programs in health and wellness, business, human services, university transfer, food sciences, trades and technology, native arts and culture, and in academics for career and education.

As a member of the Management Employment Group, you will have access to a number of benefits that include generous vacation days, participation in the College pension plan, excellent health and dental benefits, and access to a strong professional development fund that allows employees to grow and develop professionally by taking college or university courses or attending conferences or workshops..

## HOW TO APPLY

Portage College is committed to building a skilled, diverse workforce reflective of Canadian society.

If you have the right qualifications, experience and motivation to do extraordinary things at Portage College, we would love to hear from you. Email your cover letter and resume to [careers@portagecollege.ca](mailto:careers@portagecollege.ca). If you have any questions, call us at **780-623-5747**. Please note we do not accept third-party resume and cover letter submissions.

The College appreciates the interest of all applicants, however, only those selected for an interview will be contacted.

