

SCOPE OF WORK
DIRECTOR, JOHN MUIR INSTITUTE OF THE ENVIRONMENT

Dept: Office of Research
Position: Director, John Muir Institute of the Environment
Term: 5 years on a 50% time basis

Reporting to: Vice Chancellor for Research or designate

Department Description:

The primary role of an organized research unit is to foster research that crosses boundaries among disciplines, departments, and schools and colleges that cannot be readily accomplished within the administrative structure of a single department or other administrative unit.

The John Muir Institute of the Environment is an Organized Research Unit under the Office of Research, serving as the premier center for research and outreach on the biological, physical and human environment. The Institute fosters and disseminates integrative, multi-disciplinary environmental research and contributes broadly to graduate education in environmental program areas. Its central mission is to provide the scientific, humanistic and policy advancements necessary for addressing the major environmental issues facing California, the nation and the world. The Institute coordinates the campus' expansive environmental portfolio, and champions UC Davis as a world leader in the environmental sciences through innovative outreach efforts that harness the extraordinary diversity of environmental expertise at UC Davis.

Department Role:

The Director of the John Muir Institute of the Environment will provide academic and administrative leadership in the environmental sciences at a campus-wide level. He/she will serve as integrator of environmental research and outreach programs at UC Davis that span the humanities, social sciences and policy, biological and physical sciences, engineering, and the health sciences. The Director will oversee eight research centers in specific environmental areas and the UC Davis Natural Reserve System, promote effective environmental outreach programs, and work with federal, state, and regional agencies to develop a cross-disciplinary approach to environmental management.

Essential Responsibilities:

- Provide academic and administrative leadership in the environmental sciences at a campus-wide level.
- Develop a vision and associated implementation plan for JMIE in consultation with faculty and UC Davis administration.
- Develop short-term and long-term (5-year) strategic plans for JMIE that will enable the unit to anticipate and effectively respond to changes in internal and external environments including budget constraints, technology development and regulatory requirements.
- Develop an appropriate, sustainable business model for JMIE operations and its associated centers in order to ensure the financial stability of the unit.
- Stay abreast of and periodically evaluate the status of operations and financial matters in the unit; ensure that staff are making fiscally sound business and personnel decisions and that available resources are being used efficiently and effectively to meet unit and campus goals, customer needs and identified priorities. Exercise signature approval of regular, recurrent budget reviews conducted by the MSO/CAO.
- Identify funding opportunities and develop competitive proposals for extramural funding for JMIE.

- Advise the Provost, Vice Chancellor for Research and the Deans on resource allocations for campus-wide programs centered on the environment.
- Oversee the major research centers under JMIE:
 - Tahoe Environmental Research Center (TERC)
 - Center for Watershed Sciences (CWS)
 - Center for Health and the Environment (CHE)
 - UC Davis Natural Research System (NRS)
- Oversee the environmental research challenge areas under JMIE:
 - Roadside Ecology
 - Climate Adaptation Strategies for Natural Resources Management
 - Forest Biology Research Center
 - Affordable Technologies for Small Water Systems
- Oversee the JMIE educational initiatives:
 - Environmental Justice Project
 - Science Outreach and Communications Project
 - The proposed Environmental Policy Master of Science degree program
- Promote effective environmental outreach programs, and work with federal, state, and regional agencies to develop a cross-disciplinary approach to environmental management.
- Fulfill a role similar to department chair for Federation academics in JMIE and its research centers, including recommend appointments, promotions, merit increases and terminations, review progress and counsel the academic regarding improvement or advancement, identify peer review groups or extramural reviewers and write department letters for merits and promotions.
- Communicate successes and potential operational issues to the Office of Research. Attend quarterly update meetings with the unit manager at the Vice Chancellor's office. Provide an annual report summarizing JMIE's activities and including reporting progress of any seed grant projects funded.

Qualifications:

- Tenured Academic Senate appointment at the Full Professor level at UC Davis
- Distinguished track record of scholarly publication and teaching in environmental science.
- Understanding of environmental-related political, policy and protocol trends and issues.
- Leadership, management or administrative track record, preferably with prior experience in developing or overseeing multi-faceted, interdisciplinary research enterprises within a university environment.
- Experience developing and maintaining collaborative working relationships among stakeholders and partners across campus, in university, industry, government and the non-profit sector.
- Excellent verbal and written communication, presentation and public speaking skills to work with others in a collegial atmosphere and represent UC Davis in public forums.
- Experience in grant writing/proposal development and the acquisition of extramural funding.