
Auburn University Job Description

Job Title:	Assoc Dir, Vet Sports Med Prog	Job Family:	No Family
Job Code:	IA18	Grade 35:	\$50,900 - \$84,800
FLSA status:	Exempt		

Job Summary

Assists the director in developing and coordinating programs of research for equine and canine athletes and working dogs and in office administration and operations.

Essential Functions

1. Develops, builds, and coordinates a highly technical and evolving research program.
2. Plans research projects and studies to include methodology design, data collection, research protocols, project cost, grant submissions, and formulation of reports.
3. Executes plans, protocols, analysis, and publication of all aspects of research projects while collaborating with other institutions, businesses, consultants, and departments to conduct advanced research.
4. Offers insight, coordination, and leadership to the research team, projects, and other collaborative efforts within and outside of the University.
5. Assists the director with education components of the program as it relates to teaching.
6. Assists the director with the Athletic Dog Education Program.
7. Consults with the Canine Detection Research Institute and Canine Detection Training Center on veterinary sports medicine issues.
8. Develops and coordinates intellectual property of program and potential uses by public and private entities.
9. Oversees development and maintenance of program website.

Supervisory Responsibility

Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	Masters Degree	Degree in Sports Medicine, Science, or related field
Experience (yrs.)	7	Experience in research practices and protocols

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

Knowledge of lab animal custodial regulations and guidelines, sports biomechanics or exercise physiology, laboratory techniques, safety procedures, and teaching principles.

Certification or Licensure Requirements

None Required.

Physical Requirements/ADA

Occasional and/or light lifting required. Limited exposure to elements such as heat, cold, noise, dust, dirt, chemicals, etc., but none to the point of being disagreeable. May involve minor safety hazards where likely result would be cuts, bruises, etc.

Externally imposed deadlines; set and revised beyond one's control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar interactions involving emotional issues or stress on a regular basis.

Job frequently requires standing, sitting, talking, hearing, handling objects with hands, and lifting up to 25 pounds.

Job occasionally requires walking, reaching, climbing or balancing, stooping/kneeling/crouching/crawling, and lifting up to 100 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 5/29/2009
