

## **Executive Director, Division of Animal Resources and Attending Veterinarian**

[Emory University](#) seeks an experienced, strategic, and collaborative domain expert to serve as its next Executive Director, Division of Animal Resources and Attending Veterinarian. Sustaining the compliance of this AALAC-accredited core research facility, the Executive Director and their team advance responsible innovation and impact in the University's \$1B research mission.

### **Division of Animal Resources**

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The [Division of Animal Resources](#) (DAR) is the administrative unit responsible for all programs of animal care across Emory University, outside of the Emory Primate Center, and is administered through the [School of Medicine](#) (SOM) and [Emory Integrated Core Facilities](#) (EICF). EICF gathers together a set of world-class core facilities to support Emory's research mission, ensuring effective compliance programs and efficient use of resources, establishing and reporting performance standards, and facilitating accreditation. An overview of Emory's federated core is available [here](#).

An integrated team of animal care specialists, administrative professionals, veterinarians, veterinary technicians, logistics deliverers, and information technology experts, the Division of Animal Research is dedicated to the high quality and comprehensive care of research animals and to the mission of providing for the health and wellbeing everywhere by providing the finest animal care and support for Emory University scientists. DAR participates closely in the science enterprise by providing wholesome environments free of variability where animals reside and where researchers can advance their studies. DAR sustains excellence in both physical factors and characteristics and also in personnel and programs.

Through its comprehensive services and management and oversight of animal research facilities, DAR constitutes the foundation for good science through the standardization and control of the environment where animals reside, experiments are conducted, data is generated, and results are recorded. DAR prides itself as an organization that embraces change and new technology, but at its core realizes that people are the essential source of quality and productivity in operations and in research. Combining talented and dedicated staff with technological advances has DAR's tradition of delivering quality and cost-saving performance. DAR enables scientific researchers to devote greater resources toward generating new knowledge, to the better understanding of disease, and to cures.

An AAALAC-accredited organization for more than 30 years, DAR supports up to 16 species/genera, with the full census valued at \$23 Million. DAR operates 9 animal research facilities on the main campus for 148,342 GSF with 270 animal holding and procedure sites, plus a warehouse and shop of 9910 GSF more. DAR employs 7 veterinarian faculty, 3 veterinary residents, and more than 117 staff members in administrative and animal care roles. DAR supports more than 240 investigators and an extramural grant portfolio valued at \$180M. The DAR budget is \$16 Million on the expense side with a \$1.3 Million subsidy.

## **Executive Director, Division of Animal Resources**

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Reporting to the Associate Dean for Novel Technologies and Cores, Emory School of Medicine, with a dotted line for animal welfare to Emory's Vice President for Research Administration, who is the Institutional Signing Official of the University, the Executive Director of DAR is responsible for the development and conduct of a comprehensive, high-quality, and effective animal resources program in support of the research and teaching missions of Emory. Such programs provide for proper husbandry, veterinary medical care, and handling of laboratory animals, and protect the public trust in research through compliance with all applicable laws, regulations, and animal welfare standards, including but not limited to those in the Code of Federal Regulations.

The School of Medicine and the University more broadly look to the Executive Director of DAR to provide leadership and to serve as the point-person for animal care partnerships between Emory and other institutions. The Executive Director is responsible for strategic planning and implementation to improve the animal research related functions and facilities on Emory's campus. The Executive Director of DAR works closely with offices across Emory to assure compliance with policies and procedures related to animal research and participates on SOM and University research committees to ensure alignment with institutional initiatives. The Executive Director is accountable for the budget management, finances, and operations of the DAR, working consultatively with SOM leadership and with reference to SOM policies and budget processes to ensure effective and efficient use of resources and to sustain compliant delivery of best-in-class services to researchers.

As the head of DAR, the Executive Director is a member of the senior team responsible for the broader Emory Integrated Core Facilities organization, contributing to and leading as appropriate various cross-cutting initiatives and working with colleagues on the senior team of EICF as well as of the School of Medicine to advance the research mission of the School and the University.

### **Responsibilities**

#### Strategic Leadership:

- In collaboration with all key consistencies, drives development and implementation of major strategic initiatives related to animal research endeavors, including but not limited to programmatic, facility, and infrastructure needs, and monitors progress toward goals.
- Collaborates in the development and refinement of research strategic plan(s) for the Division of Animal Resources.
- Supports the changing and unpredictable needs of the investigator base.
- Ensures that DAR operates according to the highest standards, including those established within its AALAC accreditation, and that it is positioned for smooth reaccreditation.

Program Administration:

- Maintains responsibility for the operational program of all animal resources of Emory University (outside of Emory Primate Center) under the administration of the School of Medicine and the Emory Integrated Core Facilities (EICF) and other designated programs including:
  - animal purchase
  - animal husbandry
  - veterinary medical care and services
  - related budget management, finances, and operations of the DAR, in alignment with SOM leadership, SOM policies, and SOM budget processes.
- As the leader of an EICF core facility, responsible for coordinating with units outside of SOM and for recovering costs of services provided within subsidy budgets.
- Provides administrative decision-making, leadership, operational, and budget planning involving the efficient and productive use of personnel, material, facilities, and financial resources.
- Works closely with Emory leadership to align DAR efforts with Emory's strategic initiatives.
- Fosters collaboration with DAR leadership and Emory leadership to enable changes in research direction.
- Provides leadership and strategic development within SOM for the operation and performance of all DAR activities.
- Coordinates with Emory SOM on the development, implementation, and maintenance of methodology for research cost recovery and other financial guidelines and processes.
- Responsibility for the fiscal management of the division including development and implementation of the budget in alignment with the SOM Dean's office.
- Evaluates and manages facility, staff, equipment, and programs of the division to ensure adequate and efficient operation.
- Supports the faculty through advice and assistance on the conduct of animal studies including support of safety programs where radioactive materials, toxic chemicals, and/or biohazards are used in animals.
- Provides for the maintenance of proper records and supports timely submission of required regulatory and internal reports.
- Reviews and evaluates grant and contract applications for compliance with appropriate laws, regulations, and standards.
- Assists in the planning, design, and/or renovation of existing or new animal care facilities.
- Provides for education and training of animal research and care personnel in the proper procedures of animal care and use.
- Serves as a member of the Institutional Animal Care and Use Committee.
- Serves as a member of the Animal Resources Advisory Committee.
- Coordinates, develops, and conducts postdoctoral programs in Laboratory Animal Medicine.
- Implements a training program, both internally and lab-directed.

- Allocates resources in a manner consistent with the strategic goals of DAR as approved by SOM leadership.

#### Continuous Improvement:

- Responds to quantitative data and environmental changes and amends strategic and operational plans as indicated.
- Supports an environment that recognizes and rewards excellence: promote a positive culture of institutional excellence, achievement, and pride for all students, faculty, and staff.
- Ensures the quality of research through the development and documentation of a quality monitoring system and/or program evaluation reflected through key indicators.
- Develops and implements operational staffing models in accordance with volume metrics.
- Assumes a leadership role in quality improvement activities in the research programs across SOM.
- Maintains an executive presence in national activities and groups focusing on best practices.
- Identifies benchmark institutions as aspirational models and establishes enterprise-wide measures of institutional effectiveness in teaching and learning.
- Ensures that an annual operational and financial plan, inclusive of objectives and resource allocations, is completed in accordance with the annual budget cycles.
- Provides leadership and strategic direction in animal research to the directors and department heads of the academic divisions; makes recommendations that impact philosophy and policies.
- Ensures that research programs are coordinated with other SOM departments/initiatives as well as with other research initiatives.

#### **Key Collaborators**

In addition to leading a team of veterinary and staff team of >125, the Executive Director of DAR regularly collaborates with:

- Associate Dean for Novel Technologies and Cores, Emory School of Medicine
- Institutional Official, Emory University
- Key contacts across Emory and Oxford who use animals in research, testing, and teaching
- School Deans and Directors across Emory University and Woodruff Health Sciences Center
- Executive Associate Dean & Chief Business Officer, and Sr. Associate Dean & COO, School of Medicine
- Executive Administrator, Research Administration, SOM
- Chair, Institutional Animal Care and Use Committee
- Assistant Vice President, Environmental Health & Safety
- Associate Vice President, Facilities Management

## Qualifications

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The Executive Director of DAR will have well-developed and tested leadership and collaboration qualities, animal research administration expertise, and a deep understanding of complex academic health centers. They will have the highest level of integrity and be a creative thinker and demonstrated problem solver. The successful candidate must have demonstrated success in advancing diversity, equity, and inclusion, and engaging and working effectively with faculty, researchers, staff, and administrators from diverse backgrounds.

The ideal Executive Director will combine domain expertise, strategic leadership, team-building skills, the ability to form and lead a collaborative, accountable, service-oriented team, and an approach to leading an animal research facility that sustains compliance while providing excellent service to researchers, their support staff, and trainees.

### Demonstrated Leadership

- Accomplished operational leader with administrative expertise to lead and manage challenging issues; a collaborative scholar; accountable for implementation/idea execution and for driving results.
- Experience implementing strategic plans for research within complex academic health centers or an equally complex, regulated research organization that managed animal research subjects.
- Results-driven leader with a demonstrated ability to propose and encourage new ideas and inspire action.
- High moral character and commitment to advance the best interests of the SOM and Emory University.
- Community engagement background a plus.

### Academic

- DVM/VMD with laboratory experience and eligibility for licensure in the state of Georgia.
- ACLAM Diplomate preferred.
- Associate Professor or above preferred.
- Demonstrated success in working with funded researchers and leading/managing teams and programs.

### Experience

- Minimum of ten (10) years of leadership experience in laboratory medicine.
- Preference will be given to candidates with demonstrated experience in a senior leader position in a veterinary specialty in an academic healthcare system.

- Animal research administrative experience, both operational and fiscal, to include prior P&L responsibilities and a broad understanding of complex academic health system issues and challenges in the field of graduate medical education in the current environment.
- Demonstrated creative communications and business skills.

It is anticipated that the DAR will hold up to a 1.0 FTE administrative appointment with a faculty appointment as eligible in the SOM Department of Pathology. A faculty appointment entails an additional reporting line to the department chair.

### Emory University

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Emory University, founded in 1836, is one of the country's leading educational and research institutions with over 15,000 undergraduate, graduate, and professional students representing all regions of the United States and more than 100 foreign countries. Emory is recognized internationally for its outstanding liberal arts colleges, graduate, and professional schools, and for supporting one of the Southeast's leading healthcare systems. Emory's campus now covers some 650 acres and is a short distance from downtown Atlanta.

Emory's campus in the suburban Atlanta neighborhood of Druid Hills is home to the undergraduate [Emory College of Arts and Sciences](#) as well as the [Nell Hodgson Woodruff School of Nursing](#), [Goizueta Business School](#), [Rollins School of Public Health](#), [Candler School of Theology](#), [Laney Graduate School](#), the [School of Law](#), and the [School of Medicine](#).

Within the larger Emory University organization, the [Robert W. Woodruff Health Sciences Center](#) encompasses components of Emory University responsible for education of health professionals, research affecting health and illness, patient care (through [Emory Healthcare](#) and other partners such as Grady Health Systems and Children's Healthcare of Atlanta), and policies for prevention and treatment of disease.

Emory is the largest private employer in Atlanta, with a full-time workforce of more than 37,000. In addition to its strong cultural influence, alumni leadership, and academic strengths, Emory has a profound economic impact on metro Atlanta—measured at \$14.8 billion in 2019—creating thousands of jobs, generating millions in tax revenues, undertaking capital investments, and contributing to communities through health care, research, and civic engagement. The city, in turn, connects Emory faculty and students to opportunities for wider networking and partnerships, jobs, research, service, and learning.

Emory's total operating revenue for the consolidated entity for FY23 was \$8.3 billion, with EHC operating revenue for FY23 at \$5.8 billion. Emory's FY 2023 research equaled \$1.06 billion and the total endowment at the end of FY2023 was \$7.3 billion.

## Institutional Statement on Diversity

The Emory community is open to all who have a commitment to the highest ideals of intellectual engagement, critical inquiry, and integrity. We welcome a diversity of gender identities, sexual orientations, abilities, and disabilities, as well as racial, ethnic, cultural, socioeconomic, religious, national, and international backgrounds, believing that the academic and social energy that results from such diversity is essential to advancing knowledge, addressing society's most pressing issues, and attending to the full spectrum of human needs in service to the common good.

## To Apply

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Emory University has retained [Opus Partners](#) to support the recruitment of this position. Craig Smith, Partner and Abigail Maynard, Senior Associate, are leading the search. Confidential inquiries, applications, and nominations should go to Abigail ([abigail.maynard@opuspartners.net](mailto:abigail.maynard@opuspartners.net)). The search process will unfold with the greatest possible attention to candidate confidentiality. Required application materials include a CV and cover letter. The cover letter should reflect how the candidate's qualifications and experience match those described in this leadership profile.

*Emory University is dedicated to providing equal opportunities and equal access to all individuals regardless of race, color, religion, ethnic or national origin, gender, genetic information, age, disability, sexual orientation, gender identity, gender expression, and veteran's status. Emory University does not discriminate in admissions, educational programs, or employment on the basis of any factor stated above or prohibited under applicable law. Students, faculty, and staff are assured of participation in university programs and in the use of facilities without such discrimination. Emory University complies with Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, the Vietnam Era Veteran's Readjustment Assistance Act, and applicable executive orders, federal and state regulations regarding nondiscrimination, equal opportunity, and affirmative action. Emory University is committed to achieving a diverse workforce through application of its affirmative action, equal opportunity, and nondiscrimination policy in all aspects of employment including recruitment, hiring, promotions, transfers, discipline, terminations, wage and salary administration, benefits, and training. Inquiries regarding this policy should be directed to the Emory University Department of Equity and Inclusion, 201 Dowman Drive, Administration Building, Atlanta, GA 30322. Telephone: 404-727-9867 (V) | 404-712-2049 (TDD).*

*Emory University is committed to providing reasonable accommodations to qualified individuals with disabilities upon request. To request this document in an alternate format or to request a reasonable accommodation, please contact the Department of Accessibility Services at 404-727-9877 (V) | 404-712-2049 (TDD). Please note that one week's advance notice is preferred.*