

POSITION DESCRIPTION

DIRECTOR, STEIN INSTITUTE FOR RESEARCH ON AGING

Unit: Office of the Vice Chancellor-Health Sciences | **Supervisor:** Vice Chancellor, Health Sciences

INTRODUCTION

UC San Diego Health Sciences is one of three academic units at UC San Diego. Health Sciences includes three professional schools (medicine, pharmacy, and public health); more than 30 research institutes; and a growing clinical practice that includes two hospitals, all working toward fulfilling the Health Sciences' tripartite mission. Led by the Vice Chancellor for Health Sciences, it accounts for the majority of the University's research and philanthropic portfolios and serves as the top healthcare system in the San Diego region. Health Sciences has more than 1,700 faculty members, 900 residents and fellows, 800 medicine and pharmacy students, 1,500 graduate students, and 1,000 undergraduate public health majors. Its academic programs rank among the best in the country for primary care and research, and its health system is consistently named among the highest-ranked in the region and the state.

UC San Diego Health is ranked No. 1 in San Diego and No. 11 nationally out of more than 1,500 programs for Geriatrics care by *U.S. News & World Report* in 2022.

In 1983, the UC San Diego School of Medicine became the first campus in the University of California system to have an Organized Research Unit focused on aging; which was renamed the Sam and Rose Stein Institute for Research on Aging in 1992 in recognition of an endowment from the Stein family. In addition to supporting research, the institute was organized to foster training and education in geriatrics and gerontology.

Over the past 40 years, the Stein Institute has brought together a critical mass of scientific talent, encouraged and funded age-related research (including more than 90 pilot grants), purchased needed scientific equipment, supported the education of more than 150 students, and provided 300+ public lectures on aging as part of its general community outreach. Today, the Stein Institute for Research on Aging is advancing healthy aging research at UC San Diego by conducting basic, clinical and public health research, enhancing collaboration among the university's world-renowned scientists, and attracting new researchers to the field, all with the ultimate objective of promoting healthy aging.

OPPORTUNITY

UC San Diego seeks in its next Stein Institute for Research on Aging Director an inspirational scientific leader with a deep background in aging, including both research and administrative experience, to work closely with faculty, staff, and administrators within the Stein Institute and beyond, fostering excellence in research and discovery, training, and community outreach to promote healthy aging. The Director will work closely with staff, fellows, trainees, and faculty members to ensure the mission of the Institute, which is to advance lifelong health and well-being through innovative healthy aging research, aging training, and community outreach.

DESCRIPTION

The Director leads the Stein Institute for Research on Aging, providing overall strategic and intellectual direction for the Institute's research programs, administrative structure, training programs and community outreach.

Reporting to the Vice Chancellor for Health Sciences, the Director partners with academic leaders to guide and promote healthy aging research and provides advice and counsel to campus- and University-level committees, as appropriate. The Director chairs the Stein Institute Steering Committee, which is charged with developing and implementing plans that foster interdisciplinary collaborations focused on healthy aging.

The Director manages the day-to-day operations of the Stein Institute, including its scientific and education programs and community outreach. The Director oversees the dedicated space in the Stein building, which includes office and wet lab space, including authority over space assignments in alignment with Health Sciences Space Policy guidelines.

KEY RESPONSIBILITIES

Strategic Planning

- Set the overarching vision for the Stein Institute to lead aging research, training, and community engagement.
- Lead long-range strategic planning efforts, including implementation and evaluation processes, in alignment with UC San Diego Health Sciences.
- Identify areas of strategic investment that advance the Institute's strengths in healthy aging research discovery and aging training.
- Establish partnerships with key external academic, industry, research, clinical and community organizations, both locally and nationally, to expand the Stein Institute global presence as a leader in healthy aging.
- Lead efforts to launch new programs and/or initiatives to advance UC San Diego Health Sciences' national and international prominence in education and research.
- Identify areas of synergy between the Institute and campus units to foster academic excellence and scientific creativity.

Administrative Management

- In partnership with the Stein Institute Scientific Director and Executive Director, oversee and determine the appropriate resources to create an effective and efficient operational model.
- Partner with academic leaders across the Health Sciences and UC San Diego campus to implement new aging programs, coordinate and evaluate the outcomes, and support aging research cross campus.
- In partnership with the Stein Institute Scientific Director, develop and foster innovative research strategies and methodologies and lead multidisciplinary groups in healthy aging research.
- Oversee the Stein Institute pilot program and set the annual goals for the program.
- Serve as primary fundraiser for Stein Institute, building relationships with the philanthropic community and working with the Office of Advancement team to secure gifts toward aging education and research.
- Maintain overall accountability for the development and management of and adherence to the Stein Institute budget to ensure organizational fiscal standards and expectations are met.

QUALIFICATIONS

Required Qualifications

- Demonstrated dynamic leadership skills with a high level of conceptual and strategic thinking.
- Proven track record in the field of aging, including extensive experience leading aging research and aging training programs.
- Demonstrated collaborations with leading aging and aging research organizations (e.g., the American Geriatrics Society, Gerontological Society of America, National Institute on Aging, American Federation for Aging Research)
- Candidate has appointment as Full Professor at UC San Diego.
- Demonstrated commitment to contributing to diversity, equity, and inclusion, as well as a commitment to advancing these principles within Health Sciences.
- Terminal doctoral degree (MD, PhD, PharmD, DrPH, etc.).

Preferred Qualifications

Candidates must have a broad set of skills to be successful as Director. While no one person will possess them all, the successful candidate will embody many of the following qualifications and attributes:

- Outstanding academic record with experience as a senior administrator in an academic center environment.
- Demonstrated success in managing a complex unit in a heavily matrixed organization.
- National recognition as a leader in aging research, education, and/or clinical care
- Demonstrated ability to create innovative educational and/or research programs, particularly in the disciplines of healthy aging, geriatrics and gerontology, longevity science, neuroscience, or other age-related areas.
- Demonstrated collaborations with academic units, including those with aging research and/or training expertise.
- Demonstrated interest, ability and proven success in generating extramural funding, including private fundraising.
- Demonstrated ability to build a sense of community and to actively engage faculty, staff, and learners in support of a shared strategic vision.
- Exceptional interpersonal and communications skills; the ability to listen attentively to varied perspectives and foster a supportive and collaborative working environment.
- A collegial, consultative management style, with the ability to be strong and decisive while also considering the needs and perspectives of faculty, staff, fellows, and students. The ability to collaborate and to delegate along with the ability to make difficult and timely decisions based on well-considered input.
- A history of fostering career development for early and mid-career faculty across multiple disciplines.
- A proven track record of mentoring students and trainees in the field of aging and healthy aging. This includes but is not limited to high school students, undergraduate students, medical students, graduate/doctoral students and post-doctoral fellows.
- The ability to represent the Stein Institute and UC San Diego effectively; to build strong relationships with internal and external constituents; to be an effective advocate for the Stein Institute; and to advance research on healthy aging.
- A high level of integrity and professionalism, and a commitment to support the professional development of faculty, staff, and fellows.

MAJOR RELATIONSHIPS

Direct Reports

- Scientific Director
- Executive Director

APPOINTMENT

Senior administrative positions at UC San Diego Health Sciences are considered at-will. This position will have annual performance reviews with a formal committee review every fifth year.

UC San Diego is an equal opportunity/affirmative action employer with a strong institutional commitment to excellence and diversity (<http://diversity.ucsd.edu>). All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, age or protected veteran status, or other protected categories covered by the UC nondiscrimination policy.

As a member of the Health Sciences Compensation Plan, the appointee should be aware that there are limitations on outside professional activities and clinical moonlighting is expressly prohibited. Additional information can be found here: https://www.ucop.edu/academic-personnel-programs/_files/apm/apm-671.pdf.

As a condition of employment, incumbents will be required to comply with the University of California [SARS-CoV-2 \(COVID-19\) Vaccination Program Policy](#). All Covered Individuals under the policy must provide proof of Full Vaccination or, if applicable, submit a request for Exception (based on Medical Exemption, Disability, and/or Religious Objection) or Deferral (based on pregnancy) no later than the applicable deadline. For new University of California employees, the applicable deadline is eight weeks after their first date of employment.

The University of California prohibits [smoking and tobacco](#) use at all University controlled properties.