

## PROJECT MANAGER

**Open date:** July 18, 2018

**First review date:** Aug 1st, 2018

Applications received before this date will be considered together in the first pool. Applications received after this date will be reviewed as received until the position is filled.

## DESCRIPTION

The laboratory of Spencer LaVere Smith (<http://sllslab.org/>) at UCSB is a neuroscience and neuroengineering laboratory. One major project in the lab is an NSF-funded NeuroNex project called the Nemonic (NExt generation MultiphOton NeuroImaging Consortium) project. This is a multi-disciplinary group of neurobiologists and engineers developing new technology for imaging brain activity.

**We are actively seeking a Project Manager for the Nemonic project.**

As the Project Manager for the Nemonic project, you will coordinate the efforts of multiple research sites as we work together to advance and disseminate state-of-the-art brain imaging technology. You will manage activities including planning, preparing, and facilitating workshops; ensuring the smooth flow of communication among consortium members, vendors, users, and other parties; planning and implementing public outreach strategies for the project; and developing our social media and web resources. You will also assist in financial administration, administrative planning, ensuring regulatory compliance; and help compile, draft, revise, and submit progress reports and other documentation.

Qualified candidates will have an undergraduate degree, some experience with research, and some experience with academic administration.

Our ideal candidate will have experience with research, ideally with an interdisciplinary/multi-PI research project; experience working with the National Science Foundation or similar granting agencies; and/or an advanced degree (e.g., MS, PhD). A technical and/or scientific background is a plus but not necessary. An interest in science education and outreach and a desire to engage with both the scientific community and the public will set you apart. For more information, email Spencer LaVere Smith at [sls@sllslab.org](mailto:sls@sllslab.org).

Salary is competitive, and dependent on experience, qualifications, and hiring level. The UCSB salary scales may be found at <https://ap.ucsb.edu/compensation.and.benefits/ucsb.salary.scales/>

To apply, submit these materials to Spencer LaVere Smith at [sls@sllslab.org](mailto:sls@sllslab.org).

- 1) An updated CV
- 2) A brief cover letter
- 3) Three references (contact information only).

Submit completed application by Aug 1, 2018 for primary consideration. Applications received later will be reviewed ad hoc if the position is not yet filled.

The University of California is an Equal Opportunity/Affirmative Action Employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law.

## JOB LOCATION

Santa Barbara, CA