



Symposium for Research Administrators

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Career Options in Research Administration

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A little about us

Kristin Harmon – Intellectual Property Disclosure Specialist

- Grant writer (non-profit)
- Post-award research administration (central)
- Development (non-profit)
- Pre-award research administration (central)
- Cradle to grave research administration
 - Wisconsin National Primate Research Center
 - Wisconsin Institute for Discovery
- Intellectual property equity review



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A little about us

Catherine Shults – Research Administrator

- Various directions including laboratory technician, picture framer, English as a foreign language teacher, owner of restaurant/bar
- Private Sector – Clinic Manager
- Department of Mechanical Engineering
 - University Service Program Associate
 - Communications Specialist
 - Financial Specialist
- Research Administrator – pre- and post-award management



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A little about you

- Who are you?



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The serendipitous career

- Lack of awareness of research administration as a field
- No course of study
 - Limited program options now available
- Widely varied backgrounds and paths



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Where do we come from?



What contributes to satisfaction at work?

- Appreciation for what you do
- Good relationships with your co-workers and supervisors
- Degree of flexibility
- Intellectual stimulation
- Growth and learning potential
- Compensation





Where do you want to be?

- Right where you are
- The best at what you're doing
- Higher up the ladder
- In a different setting
- In a parallel role
- Outside the field

What's out there?

Within the university setting



Common job titles at UW

- Grants & Contracts Specialist
- Grants Manager
- Grants Administrator
- Contract Administrator
- Contract Negotiator/Coordinator
- Sponsored Programs Administrator



- Accountant
- Program Coordinator
- Research Administrator
- Associate Director
- Assistant Dean







What's out there?

Outside the university setting




Assess yourself



What do you have to offer?


Assess yourself



- What do you like to do?
 - Hands on
 - Supervise
 - Manage
- Are you a people person?
- Do you prefer to work with numbers?
- Do you like rules and regulations?
- Are you willing to relocate?



Self-Assessment Activity



How do you get there?

- Become an expert in your area of focus
- Learn as much as you can about the area you would like to move to
- Stay informed about changes/developments



Resources

- Networking
 - Colleagues
 - NCURA, SRA, AUTM
- Mentoring programs
 - RED Mentoring
 - MOO
- Training & Education
 - RED
 - NCURA, SRA, AUTM
 - Graduate programs
- Other suggestions?




What next?

After a move

- How do you adjust?
 - Keep that network active
 - Accept and acknowledge what you don't know
 - Continue to pursue training and mentoring opportunities to learn
- What if you hate it?

Discussion and Questions





Contact Information

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