

CENTER DESCRIPTION

Fox Chase Cancer Center is a National Cancer Institute-designated comprehensive cancer center. The Center was founded in 1904 as one of the nation's first cancer hospitals. It is the only academic medical center in the Philadelphia region devoted entirely to cancer. The Center offers highly specialized expertise in research, prevention, and treatment. It is known for its cutting-edge research and compassionate care to patients.

Highlights:

- Fox Chase is consistently ranked among the best cancer centers in the nation by U.S. News and World Report.
- The Center's researchers have won the highest awards in their fields, including two Nobel prizes.
- Fox Chase physicians are routinely recognized in national "Top Doctors" listings.
- The Center's nursing program has received the Magnet status for excellence, the highest award from the American Nurses Credentialing Center.

More information may be found at: <http://www.fccc.edu>

POSITION LOCATION and REPORTING STRUCTURE

The incumbent of this position will report to the Chief Scientific Officer and Senior Vice President (CSO). The position will be located on our main campus in Philadelphia, PA.

MAJOR DUTIES and RESPONSIBILITIES

The incumbent will be responsible for working very closely (i.e., on a daily basis) with the CSO to deliver sound and timely advice and support to further the performance-based strategic objectives of Fox Chase Cancer Center. Specifically, the individual will assist the CSO in managing all financial aspects of the research enterprise at the Center (for which the CSO is responsible). Direct reports to the incumbent of this position will include three Assistant Vice Presidents in Research Administration, one who oversees grants management ("post-award" office), one who manages the Office of Sponsored Research ("pre-award" office), and one who manages the NCI Cancer Center Support Grant and our scientific core facilities.

The incumbent will also work closely with his/her counterpart in Finance, the Vice President and Treasurer (who reports to the Chief Financial Officer). Together, these two individuals will facilitate an effective, efficient, and healthy interaction between Research Administration and Finance to ensure the optimal stewardship of all aspects of research finance at the Center.

This position requires an accomplished manager with strong academic credentials, a distinguished professional record, a strong business orientation, and the ability to foster teamwork and collaboration across discrete offices, divisions, and departments. The ideal

candidate will have experience providing leadership and managing risk with respect to the funding of research at a not-for-profit academic entity. The successful candidate is most likely now, or has been, involved in research administration at a major academic medical center or cancer center.

The ideal candidate will have:

- Formal business training and/or accounting certification (e.g., MBA, CPA).
- A bachelor's degree in the life sciences; graduate degree preferred.
- Ten-plus years of experience in research administration, with particular experience in grants management (pre- and/or post-award) and research accounting.
- Aforementioned experience at an academic medical or cancer center; NCI-designated cancer center preferred.
- Proven leadership skills; ability to provide coaching, feedback, and mentoring to develop staff.
- Ability to implement a collaborative approach to problem solving with comfort in working in a matrix environment.
- Proven ability to set and meet aggressive commitments to achieve business objectives in a performance-based culture.
- Strong conflict resolution skills.
- Comfort in dealing with senior management on a variety of complex issues; ability to communicate complicated concepts through both written and verbal means to the highest levels of senior management.
- Ability to manage multiple changing agendas in a fast paced environment.
- Ability to communicate effectively with and influence multiple stakeholders within the institution.
- Ability to develop partnerships between working groups across the organization to deliver strong outcomes.
- Proficiency in communicating honestly and directly in a manner that moves the organization forward in productive ways.
- Ability to drive change and deliver results, anticipate problems and initiate new and more effective ways of achieving goals, while eliminating bureaucracy and striving for brevity, simplicity, and clarity.
- Proven strategic leadership - ability to translate vision in clear directions that engage others to follow.

COMPENSATION

In the range of the position of Vice President at Fox Chase Cancer Center; commensurate with experience and qualifications. Generous faculty benefits package.

TO APPLY

Fox Chase Cancer Center is an Equal Opportunity/Affirmative Action employer committed to building a culturally diverse work environment; women and minorities are

particularly encouraged to apply. Applications should include a cover letter, resume/CV, and references, and should be directed to:

Marianne Green

Director, Talent Acquisition

Department of Human Resources

Fox Chase Cancer Center

333 Cottman Ave.

Philadelphia, PA 19111

Tel: 215-728-2951

E-mail: Marianne.Green@fccc.edu