
UNIVERSITY OF CALIFORNIA, DAVIS
Department of Cell Biology and Human Anatomy

The Department of Cell Biology and Human Anatomy at the University of California, Davis, School of Medicine seeks to fill one full-time position for an Academic Coordinator II for their Human Gross Anatomy Programs. This position will have independent primary responsibility for the administration, management, and coordination of a broad, horizontally-integrated network of affiliated human gross anatomy-based programs with substantial complexity, which encompasses multiple colleges or schools within the UC Davis campus as well as government agencies outside of the University. It may include extensive involvement in the coordination of funds, budgetary input, and involves the direction and supervision of a large staff of both academic and support personnel. This academic coordinator assumes greater responsibility than typically delegated to academic coordinators, and will fulfill responsibilities for this program independently. The successful appointee shall hold a MS degree and/or equivalent of 5 years of applicable experience, have demonstrated successful program coordination, have experience administering a cadaver-based human gross anatomy laboratory (including human cadaver dissection experience), and have experience in curriculum and teaching material development. The position will be appointed in the School of Medicine Department of Cell Biology and Human Anatomy and will be physically located at the UC Davis main campus in Davis, California.

UC Davis is a campus of 31,000 students and was recently ranked among the top 10 public Universities in the nation. The campus has exceptional strength in the biological sciences, and was recently ranked 16th in the nation for extramural research funding. The campus is situated in a University town, and is renowned for its highly collaborative environment.

Applicants should submit Curriculum Vitae, cover letter, and Statement of Contributions to Diversity, and the names of 3-5 individuals who can act as references online at <https://recruit.ucdavis.edu/apply/JPF01429>

For full consideration, applications must be received by February 13, 2017. However, this position will be opened until filled but no later than June 30, 2017.

The University of California, Davis is an affirmative action/equal opportunity employer with a strong institutional commitment to the achievement of diversity among its faculty, staff, and students.