Job Description – Director, Lab Animal Resources

Department: Provost’s Office  Reports to: Provost

Position Summary
The position will report Directly to the Provost responsible for NYU Shanghai or their designee within the Offices of the Provost and provide support for the development of a collaboration and integration of laboratory animal resources where appropriate between ECNU and NYU, as well as directing the NYU Shanghai animal use and care program once implemented and providing general support for the research effort as directed.

Responsibilities

- Evaluate the current ECNU research animal use program and what the plans are for providing resources for future NYU Shanghai neuroscience/biology activities directly on site. This would include an annual budget to provide resources and any cost recovery of services provided.

- Use international standards (programmatic, engineering, and facility) such as the AAALAC program description outline to identify strengths and weaknesses of the current program and provide guidance on what to target for improvement.

- Generate a strategic plan of standard operating procedures to provide quality and efficient material management with animal caging processing at its center, husbandry programs, animal behavior and environmental enrichment, veterinary medicine programs of prevention, health surveillance, control and treatment, post IACUC approval monitoring of animal studies, experimental technical support, occupational health and safety, and quality assurance to provide a central resource that provides support for the humane use of animals in research. The plan would include evaluation of current staffing and recommendations for improvement and necessary staffing if appropriate. Once generated with support from the Office of the Provost implement and the plan and program with specific benchmarks to be achieved over time.

- Assist in facility design using current available technology to improve animal micro and macro environments as well as staff occupational health in existing facilities within appropriate fiscal parameters as provided by the Provost’s office. Provide recommendations and support for facility design for the humane use of animals in the planning of renovations to or new construction of facilities for animal care and use in research. Work with design team to assure that materials and renovations are installed according to design standards and specifications.
• Provide support to the IACUC Administrator in the conduct of responsibilities for the oversight of the use of animals in research. Reviews the use of animals in submitted applications to the IACUC to assure humane animal use following current international standards. Informs the Administrator and members of the committee on the current standards of humane animal care and use. Serves as the Attending Veterinarian on the Committee.

• Provide training and assistance to husbandry, technical, and research staff on humane methods of animal care and use.

• Create and assist in the implementation of programs to support quality standards of operation within the current academic culture and activities in a positive way to the existing staff and faculty. Develop a productive working relationship with animal care, management and scientists on staff at ECNU. Take diplomatic while effective approach to implement programs. Initiate at first those improvements and procedures that would gain wide acceptance rapidly with a long term programmatic improvement view on the program in its entirety. The successful candidate will work with expert consultants to develop and implement the program.

• Liaise with governmental agencies and representatives as necessary.

**Qualification**

**Required Education**

Master’s degree in the relevant disciplines.

**Required Experience**

10+ years’ working experience especially on veterinary management area, work for higher education will be a plus.

**Required Knowledge, Skills, and Abilities**

- Be familiar with both Chinese and American language and culture.
- Be an experienced veterinarian specializing in lab animal medicine with DACLAM or DECLAM certification preferred.
- Have extensive experience in directing and designing programs of humane animal care and use.
- Be familiar with international and U.S. Public Health Service standards of ethical and humane animal care and use in research.