UNIVERSITY OF CALIFORNIA, RIVERSIDE
INVITES APPLICATIONS FOR THE POSITION OF
DIRECTOR, HIGH CONTAINMENT LABORATORIES

About UC Riverside:
In the Heart of Inland Southern California, UC Riverside is located on nearly 1,200 acres near Box Springs Mountain in Southern California; the park-like campus provides convenient access to the vibrant and growing Inland region. The campus is a living laboratory for the exploration of issues critical to growing communities' air, water, energy, transportation, politics, the arts, history and culture. UCR gives every student the resources to explore, engage, imagine and excel.

At UC Riverside we celebrate diversity and are proud of our #8 ranking among the nation for most diverse universities (US News and World Report 2012-13). Become part of a place that fosters success for all its constituents, students, faculty, and staff, and where work/life balance and campus culture are integral to our way of life.

UCR is ranked 46th among top public universities (US News and World Report 2012-13) and is an Equal Opportunity and Affirmative Action Employer with a strong institutional commitment to the achievement of excellence and diversity among its faculty and staff.

About Environmental Health and Safety:
The Environmental Health and Safety department provides leadership and services that enhance the research and educational process by integrating excellent health, safety, and environmental practices into the campus culture and activities through the Integrated Safety and Environmental Management (ISEM) system.

Essential Functions:
Under general direction of the Environmental Health and Safety Biosafety Officer the Director of High Containment Laboratories will provide specific expertise in the field of management for research conducted in high-containment laboratories. The incumbent will have primary responsibility for planning and directing efficient operations, laboratory security, uniform safety and training programs, and state-of-the-art Select Agent programs for one high containment facilities at the School of Medicine Research Building with the potential for additional facilities in the future and will collaborate with other campus units as needed.

Biosafety levels (BSL) range from BSL-1 as low risk to BSL-4 as high-risk and. The director will provide expertise to faculty, laboratory staff, and students who work with high-containment pathogens and/or Select Agents in biocontainment research laboratory, non-laboratory and healthcare environments and establish a "best in class" program for conducting research in such facilities at the University of California Riverside owned or operated high containment on all UCR campuses or leased properties
Candidate supports the Biosafety program with biohazard guidance, biohazard response planning and participates in campus emergency response as needed.

Perform other duties as assigned.

Key Responsibilities Include:
- Provide technical expertise and regulatory guidance to BSL-3 researchers and laboratory staff regarding BSL-3 Select Agent projects as part of the biosafety program at EH&S. Select Agents are defined by the U.S. Department of Health and Human Services (DHHS) and the U.S. Department of Agriculture (USDA) as bacteria, viruses, toxins, rickettsia, and fungi that pose a potential threat to public health and/or welfare. These organisms are strictly regulated.
- Develop, write and/or update laboratory-specific policies and Standard Operating Procedures (SOPs), both general and specific, for high-containment laboratories to ensure compliance with all federal, state, and other regulations and policies, such as from the Institutional Biosafety Committee (IBC), and the Institutional Animal Care and Use Committee (IACUC), along with the biosafety program.
- Interact as required with high level officers and government officials in national and state regulatory agencies including but not limited to the Centers for Disease Control and Prevention (CDC), National Institute of Allergy and Infectious Diseases (NIAID), U.S. Department of Agriculture (USDA), U.S. Department of Health and Human Services (HHS), the Federal Bureau of Investigation (FBI), and the Department of Justice (DOJ), in collaboration with EH&S.
- Monitor current biosafety and biosecurity trends and regulations by reviewing technical literature, attending conferences and seminars, maintaining membership in professional organizations (e.g. American Biological Safety Association), and maintaining pertinent professional certification(s). Remain up-to-date with most current policy and regulations governing the use of Select Agents in support of UCR's biosafety programs.
- Assist Research Investigators in obtaining the necessary permits and authorizations related to Select Agent possession, use and transfer in collaboration with Biosafety Program to ensure research activities are compliant in the current and future high-containment laboratories.
- Respond to institutional management, institutional committee and employee requests for information on BSL-3 Select Agent practices to provide complex technical information in understandable and user-friendly terms as appropriate for the audience.
Key Responsibilities Include Continued:

- Serve as the contact person for all BSL-3 Select Agent facilities to coordinate a responsive, robust, and efficient administrative infrastructure. Remain on call 24 hours/day for emergency consultations and/or responses. Formally designate the responsible person(s) when not on call.

- Schedule, coordinate and manage operations for all high-containment laboratories (including Select Agent facilities) area decontamination (sterilization, disinfection, and cleaning) and periodic maintenance shutdowns to ensure optimal performance and safety conditions are maintained.

- Independently create processes for management oversight, directly or indirectly, of the shipping and receiving of BSL-3 Select Agent materials to meet all regulatory requirements.

- Ensure that appropriate, timely, and uniform training is provided to all high-containment research and support staff who work in this environment as required by current institutional, state and federal regulations. Maintain records to support.

- Ensure standardization in the selection of Personal Protective Equipment (PPE) for the high-containment laboratories to meet all CAL-OSHA and other safety requirements for personnel working in these facilities. This includes equipment requirements, supervisor and employee responsibilities, and how to select appropriate equipment. PPE, such as clothing and accessories, controls safety and health hazards that cannot be eliminated through engineering, SOP’s and administrative controls.

- Manage the lab-specific Exposure Control Plans for designated BSL-3 employees who can reasonably anticipate being exposed to potentially infectious materials while performing their job duties in laboratory settings.

- Manage all UCR BSL-3 employee screening and vaccination programs in conjunction with the employers host department and the Office of Research to ensure confidential medical evaluation and follow up is immediately available for employees potentially exposed to Blood Borne Pathogens (BBPs) and BSL-3 infectious agents.

- Provide technical guidance to attending physicians and the exposed party following exposure incidents to obtain input on the nature of the exposure and how to minimize impact on employees.

- Immediately report and review all safety exposure incidents with biosafety officer and other appropriate campus management and recommend appropriate corrective action to prevent recurrence.

- Respond to emergency situations as required, including spills of chemicals and pathogens to ensure all appropriate resources and emergency personnel are notified and/or deployed.

- Lead efforts to develop and implement appropriate, timely, and highly uniform laboratory specific training to all UCR high-containment research and support staff (i.e., high-containment biosafety training, agent specific training, job specific training, etc.) to proactively prevent safety/exposure incidents.

- Partner with biosafety program to implement and supervise periodic BSL-3 training drills, exercises, and, if required, associated testing.

- Provide technical guidance and supervision to the high-containment laboratory design and construction teams for architectural, security, safety and biosafety levels to assure compliance with current policy and regulations (BMBL, 5th Edition).

- Conduct reviews of the high-containment Select Agents facilities, processes and equipment to ensure state-of-the-art operations are available to support current and future research projects, in collaboration with biosafety program and other institutional units.

- Conduct risk assessment to identify potential risks associated with the high-containment laboratories operation and related research work. Propose appropriate solutions for risk management and risk communication, including but not limited to physical security, cyber security, inventory, material transfers, suspicious persons, and provisions for cleaning/maintenance.

Minimum Requirements:

- Bachelor's degree in Biological Science, or its equivalent, in Microbiological, Molecular Biology, Virology, or related subject from an accredited institution.

- Three years of professional experience in the field of laboratory biosafety and/or equivalent experience/training.

- Two years experience working in modern microbiological high containment laboratories.

- Knowledge of laboratory safety, including, but not limited to, biosafety cabinet operation, fume hoods, and laboratory ventilation, personal protective equipment, and other hazardous materials.

- Knowledge of policies and guidelines regarding select agent, recombinant DNA, infectious agents, research in animals and other biohazard materials.

- Knowledge and experience with emergency preparedness involving biohazard agents.

- Experience with modern test procedures, knowledge of rules and guidelines for safe handling of hazardous biological agents, and modern data storage technology.

- Experience preparing technical reports.

- Demonstrated expertise using MS Office Suite, including Word, Excel, PowerPoint, Visio and Outlook.
Minimum Requirements Continued:

- Excellent Verbal and Written Communication Skills are Essential.
- Ability to establish goals and priorities and assess amounts of resources needed to accomplish goals.
- Works independently on complex projects.
- Demonstrate ability to recognize, evaluate, control of biohazardous materials, and demonstrate knowledge of research and animal husbandry laboratory operations and procedures.
- Demonstrate excellent written, oral, presentation and programmatic skills.
- Ability to interact with, and effectively communicate regulations and instructions to, faculty, staff, students and the public.
- Demonstrate ability to organize, prioritize and successfully complete complex projects.
- Knowledge of high containment operations, regulations, guidelines and safety procedures.
- Knowledge of biosafety, biosecurity, and facility containment facility design features, as applied to program development, evaluation and control.
- Knowledge of regulations covering transportation of biohazard materials.
- Enthusiasm for participation in an integrated team approach to interdisciplinary programs.
- Must submit to and pass the "Security Risk Assessment" conducted by the U.S. Department of Justice for persons with access to Select Agents. This includes clearance by the FBI after the start of employment. An incumbent who does not meet FBI requirements cannot fill this position and will be terminated.
- Registered Biosafety Professional (RBP) certification, required.

Preferred Qualifications:

- Master's from an accredited institution.
- Certified Biosafety Professional (CBSP) certification.

Conditions of Employment:

This is a full-time, career position. The standard work schedule is Monday - Friday, 8:00 a.m. to 5:00 p.m. Travel outside of normal business hours may be required. A valid driver’s license is required. The budgeted annual starting salary range for this position is $53,415 - $81,477. All UCR employees are required, as a condition of employment, to successfully complete a background investigation through the U.S. Dept. of Justice.

Benefits of Belonging:

We offer a comprehensive compensation and benefits package. For information about our generous employee benefits package, please visit our website http://atyourservice.ucop.edu/employees/new_employee/orientation.html.

Application Instructions:

To apply for this position, please click the HR JOBS link at the bottom of this page if you are viewing this flier on the UCR Business and Administrative Services website. You may also apply for this position by visiting our UCR Jobs website http://jobs.ucr.edu and selecting the browse jobs link. The Director, High Containment Laboratories position number is 201504214361.

Filing Date: Open until filled.