Project Manager – Department of Plant Sciences

Purpose: Working under the direction of the Principal Investigators, the successful candidate will provide overall project management of a multi-institutional research project which aims to improve the lentil breeding practice through the use of genomics and other advanced technologies. The project is in part supported by funding provided by Genome Canada.

Duties and Responsibilities:
The Project Manager will work closely with the Project Lead, Dr. Kirstin Bett, to ensure effective budget management, co-ordination of scientific reports, and knowledge transfer to the general public. They will monitor the project budget and make recommendations to the Project Lead and/or Co-Investigator(s) where necessary and work with various institutions to ensure proper financial reporting to funding organizations. This will require integrating information from multiple sources to ensure that technical reports meet the necessary requirements of funding agencies; facilitating communication and support co-operation/synergies among research team members and collaborators; coordinating project meetings; serving as a liaison between the project team and funding agencies and/or stakeholders of the project; and assisting in the preparation of pertinent funding proposals, manuscripts, presentations and other knowledge transfer materials.

Qualifications:
A Master’s degree in agriculture, plant genetics or a relevant field of study and at least two years of related work experience, OR an equivalent combination of education and experience including research project management experience. Ability to take initiative, prioritize tasks, work independently, use good judgement and monitor completion of project tasks. Must possess excellent communication skills (both written and oral) in the English language, as well as analytical and organizational skills. Must possess the ability to understand and navigate through academic culture and environment, and manage expectations. The ability to work independently and as part of a multidisciplinary research team, and the ability to use tact and diplomacy to maintain effective working relationships and resolve issues are critical. Experience with research grant writing and managing a large-scale project is a definite asset.

Salary range: $50,000 to $75,000, commensurate with qualifications and experience.

Term: This position is funded through a research grant. This is a 2-year term position with possibility to renew.

To apply: Submit your curriculum vitae, a 1-page sample of your writing (not a co-authored paper), and name and contact information of three (3) references by August 15th to Dr. Kirstin Bett (c/o: Crystal Chan, crystal.chan@usask.ca)