Applications and nominations are invited for the position of Professor and Head, Department of Biochemistry and Molecular Biology, Division of Agricultural Sciences and Natural Resources (DASNR) on the Stillwater campus of Oklahoma State University.

**Department Profile**

- **Department:** The department’s mission is to build and disseminate understanding of the molecular basis of life. Dedication to teaching, both in classrooms and in laboratories, is a tradition among the faculty and the Department is strongly committed to scientific research.

- **Personnel and Instruction:** The department has 15 tenure-track, 5 non-tenure-track faculty and 12 support staff members to serve ~250 undergraduate and 35 graduate students in degree programs (B.S. degree programs in DASNR and the College of Arts and Sciences; M.S. and PhD programs in Biochemistry and Molecular Biology). The department also provides courses in biochemistry and molecular biology for students in a variety of majors and pre-professional programs.

- **Annual Budget:** ~$3 million, including ~$2.2 million from external grants, contracts, and fellowships, as well as Hatch Act funding.

- **Facilities:** The department occupies 41000 sq ft within the Noble Research Center, whose shared spaces nurture a tradition of collegiality and collaboration. As a service to the University community, the department manages several research core facilities that provide access to sophisticated instrumentation, analytical services, consultation, and workshops. The DNA/Protein Resource Facility and Array and Bioinformatics Core Facility are co-located in a common laboratory complex that encompasses approximately ~2700 ft2 of the first floor of the Henry Bellmon Interdisciplinary Research Center (HBRC).

- **Resources:** The DNA/Protein Resource Facility features instrumentation and staff to perform automated DNA sequencing, MALDI-TOF and electrospray mass spectrometers and software for proteomics, automated solution handling, analytical microbore chromatography, and Q-PCR. The Microarray/Bioinformatics Resource Facility features instrumentation and staff to perform 454-metasequencing, as well as microarray printing, hybridization, and scanning. Commercial software, open source expertise, and custom applications are available for data analysis. All Resource Facilities have advanced capabilities for handling biological information through multiple servers and clusters with RAID storage arrays, and user workstations. Other departmental instrumentation includes: fluorescence analysis, surface plasmon resonance, EPR, circular dichroism, stopped-flow spectrometers, and isothermal titration calorimetry.

- **University Services/Collegial Atmosphere:** The University also supports facilities for NMR (600 MHz), GC/Mass spectrometry, electron and confocal microscopy, X-ray diffraction, lab animal resources, BL3 facilities, and a modern library. The
Responsibilities

Responsibilities include but are not limited to the following:

- Provide effective leadership for the department while maintaining productive working relationships with administrators, other departments, students, the public, governmental agencies, and professional organizations.
- Oversee the maintenance of excellence in the department’s instructional programs.
- Assume a major role in recruiting and retaining undergraduate and graduate students.
- Create a development plan to bring additional outside sources of funding to the department for scholarships, recruitment, facility improvement, and other teaching or research needs.
- Promote multidisciplinary, multi-institutional, and multi-state programs to meet the needs of students, clientele, and research sponsors.
- Represent departmental and faculty interests to administrators, other academic departments and outside agencies, individuals and communities, and groups in agriculture and industry.
- Maintain a nationally recognized research program with extramural funding.
- Manage the department’s personnel and fiscal resources.
- Assign responsibilities for faculty and staff and evaluate their performance.
- Foster professional and academic development of faculty, staff, and students conducive to growth and excellence in research and teaching.
- Maintain an active role in regional and national organizations and committees.
- Promote an atmosphere of academic freedom that contains a tradition of shared faculty governance.

Qualifications

- An earned doctoral degree in biochemistry, molecular biology, or a closely related discipline which would qualify for the rank of full professor in the department.
- An exemplary record of scholar and notable achievement and professional activities in teaching and research.
- Demonstrated leadership skills and the ability to relate well to people, delegate responsibilities, make timely decisions, and communicate effectively.
- Exhibit a strong commitment to faculty, staff, and student development.
- Demonstrated ability to manage effectively personnel, budgets, and physical resources.
- Evidence of visionary and progressive leadership with administrative ability to lead an academic department engaged in teaching and research activities with a commitment to the land-grant mission and philosophy.

Employment Conditions

This position is to be filled on or before July 1, 2012. This is a 12-month administrative appointment with tenure in the department. The department head is administratively accountable to the Vice President, Dean and Director of DASNR.

Salary is commensurate with qualifications. Continuation of this position is subject to performance, need, and available funding.

Nomination and Application Procedure

The Search and Screen Committee encourages nominations and direct applications. Nominations should include the name, address, telephone number, and electronic mail address of the nominee.

Applicants should submit a curriculum vita and a letter of application that includes qualifications, previous professional responsibilities, achievements, administrative philosophy and leadership style, and a description of how these items relate to the department head position.

Applicants should provide the names, addresses, telephone numbers, and electronic mail addresses of five references the committee may contact for additional information. References should be knowledgeable about the qualities that make the applicant well suited for the responsibilities described in this announcement. References will not be contacted without prior consent of the applicant.

Formal review of applications will begin December 5, 2011, and continue until a suitable candidate is identified. Women and members of other under-represented groups are encouraged strongly to apply.

Submit nominations and/or applications electronically to: agdepthead_search@okstate.edu

Questions may be addressed to: Dr. Roy Escoubas, Chair, Biochemistry and Molecular Biology Search and Screen Committee, 405-744-6205 or roy.escoubas@okstate.edu

Additional Information

Oklahoma State University is the state’s comprehensive land-grant university. Founded in Stillwater in 1890, OSU now has campuses in Oklahoma City, Tulsa, and Okmulgee. OSU has approximately 1,300 full-time faculty members and 3,700 full-time staff. The OSU system’s student enrollment for fall 2011 stands at an all time high of 35,214 with approximately 28 percent of the student body made up of minority students. OSU offers bachelor’s, masters, and doctoral degrees in nearly 200 fields as well as a professional doctorate in veterinary medicine and a doctor of osteopathic medicine degree. Stillwater is primarily a university town located approximately one hour from two large metropolitan areas (Oklahoma City and Tulsa).

Oklahoma State University is an affirmative action/equal opportunity/e-verify employer committed to diversity. The OSU-Stillwater campus is tobacco-free.