



Position Title: Senior Director of Canine Lifetime Health Project (CLHP)

Department: Scientific Programs

Reports to: Chief Scientific Officer (CSO)

Position Summary:

The Senior Director of CLHP (SDCLHP) is an integral member of the Morris Animal Foundation Scientific Program team. The SDCLHP is primarily responsible for the management of the Canine Lifetime Health Project (CLHP) and Golden Retriever Lifetime Study (GRLS). This being a long-term observational study involving significant volunteer input, the position requires scientific knowledge, project management, people management and database expertise. The candidate should be able to demonstrate excellent skills in organization, written and oral communication, strategic thinking, problem-solving, and emotionally intelligent leadership. The Senior Director will work closely with the CLHP Principal Investigator (PI) and with the veterinary epidemiologist associated with this project, to ensure that data is collected and analyzed to the highest standards and in a cost-effective manner according to the study timeline, budget and objectives. The position involves supervision of project coordination staff, close liaison with other teams in the organization including Information Systems, and oversight of communication with the Foundation leadership. Interfacing with clinical research organizations is an important component of the job. Travel up to five days in a row up to five times per year may be required.

About Morris Animal Foundation:

Morris Animal Foundation is the oldest and largest non-profit source of funding for science that improves the lives of animals. Established in 1948 by Dr. Mark Morris, DVM, the Foundation has funded over 2000 studies and committed over \$118M to research benefitting companion animals and wildlife. Based in Denver, Colorado, our staff of 35 professionals manages approximately 250 studies at any given time, including the Canine Lifetime Health Project, the largest and most far-reaching study run to date in veterinary medicine. Each year, over \$7M of new research funding is committed through working practices that ensure only the most scientifically robust and impactful studies are supported. Building on this impressive and solid history, the Foundation is entering a new era. We believe with the increasing recognition of the vital role animals' play in the lives of humans, extraordinary growth of our mission is not only possible, but imperative. There is a tremendous amount of work to be done, and we are focused on scalable and sustainable growth of revenues and programs to meet the need.

Golden Retriever Lifetime Study:

The Golden Retriever Lifetime Study (GRLS) is a longitudinal study of approximately 3,000 Golden Retrievers, in which detailed information (including medical, lifestyle and environmental data) and biological samples are routinely collected throughout the life of each dog. Launched in 2012, the goal of this study is to discover new insights into the causes and risk factors for a variety of disorders commonly found in Golden Retrievers and other breeds of dogs.

Position Description:

- Under the direction and in consultation with the Chief Scientific Officer (CSO), lead and oversee management of overall Canine Lifetime Health Project (CLHP) conduct and operation. This includes but is not limited to:
 - Leading and implementing the study protocol in conjunction with the Principal Investigator (PI).
 - Ensuring study timelines are met and that study progress/status is tracked, reported, and communicated to the PI, CSO, and staff members in the CHLP team.
 - Acting in partnership with Information Services to design, implement, manage and maintain administrative and scientific databases.
 - Identifying, evaluating and rectifying problems in a timely manner.
 - Planning and documenting project activities and preparing and/or reviewing study-related documents and contracts.
 - Contributing as appropriate to educational and communication materials and activities including training content, workshops, presentations and publications – for both internal and external audiences.
 - Managing Contract Research Organization relationships including monitoring and periodically auditing their performance and communicating any issues to the executive leadership team.
 - Managing/liasing with contracted service providers, vendors and study sites.
 - Managing the study budget, in consultation with the PI and CSO.
 - Managing direct reports.
 - Working with the Marketing and Brand Strategy team on necessary efforts including study volunteer retention.
 - Working with Scientific Programs and Development teams as required on future funding opportunities, collaborative partnerships (including commercial) and requests for study proposals that fall under the CLHP umbrella.
 - Coordinating collaboration and consultation with our scientific advisory boards and other expert panels including overseeing planning of meetings as required.
 - Adhering to all Foundation policies and procedures and encouraging others to do the same



- Ensuring CLHP department activities are aligned with the Foundation's mission, strategic plan, risk management and organization policies.
- Promoting and adhering to Foundation Core Values: Excellence, Respect, Compassion, Collaboration, Innovation, and Determination.

Position Requirements

- Bachelor's degree in science, business administration or related field.
- Advanced computer skills – including previous experience with one or more databases and proficiency in learning new applications, in addition to Microsoft Project, Excel, Word, PowerPoint, and Adobe Acrobat.
- Experience in project management which should include one or more of clinical trials, longitudinal studies or volunteer-driven studies in academic, pharmaceutical/biotechnology, CRO and/or nonprofit settings.
- Evidence of effective organization, communication, interpersonal, management and leadership skills.
- Experience in managing budgets that could include those for departments, complex research projects and/or client accounts.
- Demonstrated ability to prioritize and multitask to meet multiple deadlines.
- Ability to work as required, independently and collaboratively as part of multiple teams.
- Excellent oral, written and presentation skills.
- Ability to project a positive and professional image.
- Must be able to lift, carry, push or pull various pieces of equipment to meetings, which may require the ability to lift heavy and awkward objects up to 25 lbs.
- Ability to travel nationally when required.
- Evidence of a strong interest in canine health/cancer, and empathy with dog owners.

Preferred Requirements:

- Master's degree in business administration, science or related field.
- Formal, nationally recognized qualification in project management or progress toward one.
- Experience with Microsoft Access
- Experience in or with veterinary practice environments.

Position Specifications:

Full time, exempt, supervisory position



Morris Animal Foundation offers competitive pay with job growth and professional development opportunities for its employees. Our benefits package includes paid employee health, dental, vision, short-term disability, long-term disability and life insurance, as well as a matched 403b, a lifestyle spending account and, our favorite benefit, dogs in the office. Come be part of a compassionate and collaborative organization bursting with pride for its mission!

Please email your resume, cover letter and salary requirements in a word document or pdf, labeled with your complete name to Lisa Whipple at lwhipple@morriscanalfoundation.org. Please list "Senior Director of CLHP" in the subject line of your email. **Incomplete and/or inaccurate applications will not be considered.**