Does the Shoe Fit?

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Grant Manager

This position is responsible to coordinate one or more clinical programs and support research initiatives and ongoing research efforts by ensuring that the research staff is following appropriate processes and procedures according to research protocol, good clinical practice guidelines, and pertinent FDA regulations. This role collaborates with research teams and clinicians regarding project identification, data collection and analysis, and compliance. This position may serve on various research teams or councils and shares subject matter expertise to scientific review and may work alongside clinicians in developing research ideas.

Sr. Grant Officer

This position is responsible for planning, organizing and directing the administrative and technical functions associated with grants, contracts and other agreements from internal and external funding sources. This includes management pertaining to grant proposals, applications, compliance, contract negotiation, budgeting and disbursement, monitoring and evaluation. The position acts as a liaison between Research Administration, Research Programs, PI, Accounting/Finance and granting agencies or study sponsors.

Grant Officer

This position is responsible for facilitating the administrative and technical functions associated with grants, contracts and other agreements from internal and external funding sources. This includes management pertaining to grant proposals, applications, compliance, contract negotiation, budgeting and disbursement, monitoring and evaluation. The position acts as a liaison between Research Administration, Research Programs, Principal Investigators, Accounting/Finance and granting agencies or study sponsors.

Grant Coordinator

This position provides research project support to requesting department to ensure timelines and effectiveness in activation and completion of needed research projects. Responsible for routine to moderately complex project coordination / project management as well as communication and documentation as required by the research departments.

Do your skills and background experience fit the correct position? The answer is **YES**. Because individuals can **adapt** and **expand competencies**. If it's either luck or happenstance that a new opportunity led you to join a new career with very little institutional memory then following the points below will help you get up to speed with grant management.

Learn Grant Skills

Innovation
Abstract Thinking
Process Improvement
Cultural Competence
Adaptability

Training
Explore grant sites
Ask questions
Grant application review
Explore previous submissions
Grant writing practice
Exploration of external institutions' Office of Sponsored Projects (OSP)

Network
LinkedIn
Committees
Conferences

Emotional Intelligence
Stress Regulation
Optimistic & Realistic
Humility
Confidence

Social Awareness
Engagement
Collaboration
Leadership Mindset
Mentor(s)

Self Awareness
Self-Management
Task Management
Time Management
Organizational Skills
Responsibility Management
Decision-Making Skills
Self-Reflection

Successful Skills and Traits