

Research Compliance for Research Administrators

Overview:

We are seeking knowledgeable and engaging presenters to lead sessions for the *Research Compliance for Research Administrators* intensive. This program is designed to equip early- to mid-level research administrators with a foundational understanding of regulatory compliance programs and how they support and intersect with sponsored research operations. Presenters will help participants build awareness, skills, and confidence to identify compliance issues, navigate institutional systems, and engage with compliance stakeholders across their organizations.

Key Responsibilities:

- Design and deliver content that aligns with the course’s learning objectives and is appropriate for research administrators with limited experience in compliance.
- Provide an accessible overview of the major areas of research compliance, including:
 - Human subjects research (IRB)
 - Animal research (IACUC)
 - Export controls
 - Conflict of interest and commitment
 - Research security and foreign influence
 - Environmental health and safety (EHS)
- Illustrate how these compliance areas interact with the pre- and post-award research lifecycle.
- Explain how institutional stakeholders (e.g., compliance officers, legal, EHS, department staff) interact to support research integrity and regulatory obligations.
- Present real-world examples, case studies, and interactive exercises to help participants recognize common compliance challenges and develop strategies to address them.
- Highlight best practices for communication and collaboration between research administration and compliance offices.
- Encourage group discussion, questions, and active engagement with session content.

Preferred Qualifications:



- 5+ years of experience working in research compliance, research administration, or related areas within a university, hospital, or research institution.
- Familiarity with key federal regulatory frameworks and guidance (e.g., Common Rule, PHS COI, USDA, EAR/ITAR, NIH Guidelines, NSPM-33, etc.).
- Experience with cross-functional research administration and compliance collaborations.
- Strong communication and facilitation skills, with the ability to make complex topics understandable and relevant.
- Previous training, teaching, or professional development experience preferred.

Ideal Presenter Profile:

Compliance professionals, research administrators, or institutional leaders with hands-on experience and the ability to translate regulatory expectations into practical guidance for research support staff. Presenters should be comfortable engaging with participants who may be unfamiliar with specific compliance areas but eager to learn and apply best practices.