

Scientific Editor  
University at Buffalo, The State University of New York

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Posted Jul. 26, 2019, set to expire Nov. 24, 2019

<b>Job Title</b>	Scientific Editor
<b>Department</b>	Office of Research Advancement
<b>Institution</b>	University at Buffalo, The State University of New York Buffalo, New York
<b>Date Posted</b>	Jul. 26, 2019
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Other Administrative Categories
<b>Academic Field(s)</b>	Research/Technical/Laboratory
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**Job Description**

The Office of Research Advancement seeks an experienced scientific editor. The Scientific Editor is a professional possessing specialized skills and experience in critical analysis of biomedical, life-sciences, engineering and other fields of university research, written scientific and medical communication, educational design and content development. The Scientific Editor will also conduct overall proposal management, as needed.

The successful candidate will work closely with principal investigators and multi-disciplinary research teams to edit research proposals and related supplemental documents. The ability to perform medical and scientific literature reviews is preferred. The Scientific Editor will also conduct seminars and workshops on scientific writing and grantsmanship. This position reports to the Director, Office of Research Advancement.

Duties and Responsibilities:

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- Review and edit scientific content for research grant proposals, letters of intent, concept/white papers, and supplemental documents interpreting complex information and ensuring that narrative content is clear, responsive and compliant with sponsor guidelines.
- Review and interpretation of reviewer comments in consultation with faculty to develop competitive resubmissions that successfully address all reviewer comments.
- Develop and produce multimedia presentations and seminars for university faculty and researchers related to grantsmanship and scientific writing. Content must be such that faculty are provided knowledge and skills to improve the competitiveness of their research proposals.
- Provide proposal management for faculty, if needed. Participate in and contribute to proposal team meetings and cross-disciplinary working groups, to facilitate efficient development and submission of proposals.

**Skills:**

The successful candidate will possess the ability to understand and critique complex scientific information, theories and practices, and present clinical data objectively in a clear, concise written format. Must have the ability to think critically about a variety of topics and understand the intricacies of different scientific fields. Must be competent in searching and synthesizing scientific literature relevant to research projects. Ability to understand large, complex datasets, ability to interpret statistical analyses and grasp strengths and limitations of proposed research study design.

S/he will demonstrate customer centric- skills and the capability to collaborate effectively with clinicians, researchers, and non-technical personnel. S/he will be highly organized, detail-oriented, and able to work independently as well as within cross-disciplinary teams. Must have ability to manage multiple projects and work effectively in a deadline-driven environment.

**\*Outstanding Benefits Package\***

Working at UB comes with benefits that exceed salary alone. There are personal rewards including comprehensive health and retirement plan options. We also focus on creating and sustaining a healthy mix of work, personal and academic pursuit - all in an effort to support your work-life effectiveness. Visit our benefits website to learn about our <http://www.buffalo.edu/administrative-services/for-faculty-staff/benefits/research-foundation/regular-employees.html> benefit packages.

**\*About UB\***

The University at Buffalo is SUNY's most comprehensive public research university, and an outstanding place to work. UB amplifies ambition for faculty and staff by offering endless possibilities to achieve more. Here, people from all backgrounds and cultures challenge and inspire each other to discover, learn and succeed. Dedicated staff and engaged faculty collaborate to further knowledge and understanding, and develop tenacious graduates who are valued for their talents and their impact on global society. Visit our website to learn more about the <http://buffalo.edu/University at Buffalo>.

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### **EEO/AA Policy**

As an Equal Opportunity / Affirmative Action employer, the Research Foundation will not discriminate in its employment practices due to an applicant's race, color, religion, sex, sexual orientation, gender identity, national origin and veteran or disability status.

### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Please see the job description for contact details pertaining to this university job announcement.