

**Program Coordinator -Center for Cellular Agriculture
Tufts University**

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Posted Jun. 5, 2024, set to expire Dec. 31, 2024

Job Title	Program Coordinator -Center for Cellular Agriculture
Department	
Institution	Tufts University Medford, Massachusetts
Date Posted	Jun. 5, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Coordinator
Academic Field(s)	Administrative Support/Services
Job Website	https://jobs.tufts.edu/jobs/20586?lang=en-us&iis=Job+Board&iisn=AcademicKeys
Apply By Email	
Job Description	

Overview

The Tufts University Center for Cellular Agriculture (TUCCA) is an interdisciplinary center of excellence advancing cellular agriculture education, research, and innovation. With 90+ members across five schools and eleven departments, TUCCA is responsible for creating educational infrastructure (e.g., curriculum, degree programs), fostering collaborative research, engaging in public engagement, and working alongside industry stakeholders to translate early-stage innovations to impactful technologies.

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The Cellular Agriculture Commercialization Lab was founded within Tufts' Office of Innovation to actualize the potential of cellular agriculture by fostering early-stage, high-impact technologies from proof-of-concept through to commercial deployment. Led by Tufts alumni and scientific experts in the field, the lab's primary aim is to advance and scale-up inventions with demonstrated potential to address cost, scale, and/or quality challenges. Key efforts are focused on technical development and de-risking via intellectual property, regulatory, and commercial strategies.

What You'll Do

The Program Coordinator will work closely with The Cellular Agriculture Commercialization Laboratory and other members of TUCCA to apply for and execute on a number of opportunities to advance the center's education, research, and innovation goals. The position will be physically based on the Boston campus and has optionality for hybrid remote work. This role will primarily consist of co-leading the logistics and operations for a number of initiatives within The Cellular Agriculture Commercialization Laboratory and TUCCA more broadly.

Specific responsibilities include:

- Fulfill objectives for a recently secured grant related to cellular agriculture for future space food technologies
- Write grant applications to support TUCCA programs related to cellular agriculture biomanufacturing infrastructure
- Support the Commercialization team with project strategy, operations, and logistics

General responsibilities include:

- Provide advanced support and coordination for Commercialization programs/projects
- Coordinate teams to execute on program/project objectives
- Facilitate program/project assessment, such as compiling data and annual reports on impact

What We're Looking For

Basic Requirements:

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- Bachelor's degree and 2+ years of relevant experience
- Experience with wet lab research including cell and tissue culture
- Experience in cellular agriculture and alternative proteins
- Fundraising experience
- Demonstrated leadership skills
- Strong organizational skills
- Excellent communication skills
- Microsoft Office Suite

Preferred Qualifications:

- Cultivated meat cell line development experience
- Strong grant writing skills
- Management experience

Pay Range

Minimum \$26.40, Midpoint \$31.40, Maximum \$36.40

Salary is based on related experience, expertise, and internal equity; generally, new hires can expect pay between the minimum and midpoint of the range.

Contact Information

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

Contact