**UT Southwestern Medical Center**
**Advanced Imaging Research Center**

# Scientific Coordinator

The Advanced Imaging Research Center (AIRC) at the UT Southwestern Medical Center (UTSW) in Dallas, Texas (USA) invites applications for a Scientific Coordinator to complement its administrative team and to support the center director.

The Scientific Coordinator is foreseen to fulfill the following tasks:

- scientific writing and coordination of center grant proposals, center grant reports and center endowment reports
- establishment of marketing material and overseeing marketing campaigns for our core facilities and research programs
- development and maintenance of the AIRC Website
- process research contracts with biomedical imaging industry
- support strategic research imaging committee meetings and phrasing of related protocols and white papers
- support BME graduate program/biomedical imaging track: coordinate BME imaging track course offerings inside UTSW and with UT Dallas, establishment of exam committees of imaging track students, information and marketing for BME imaging track, meetings of BME imaging track faculty
- support organization of AIRC seminary series & AIRC-Radiology Grand Rounds
- provide information about AIRC and tours of AIRC to faculty and staff candidates of other departments
- support recruitment efforts of AIRC primary faculty: compose and widely distribute job advertisements; collect job applications, sort them and extract relevant information into table as input for screening process; arrange interviews with candidates; help with coordination of recruitment grants
- coordinate AIRC special projects including interdepartmental workshops
- coordinate capital projects
- coordination of junior faculty mentoring committees

Since its creation in 2005, the AIRC has established a track record of excellence in the development of MRI contrast agents, ultra-high field MRI and hyperpolarized MRI, magnetic resonance spectroscopy as well as the investigation of tissue extracts by NMR after $^{13}C$ labelled isotope infusion. Due to the recent establishment of the O'Donnell Brain Institute at UTSW, the expansion of the Cancer Center and Radiation Oncology departments, the establishment of a Biomedical Engineering Department and to better support an active clinical and basic science human and preclinical imaging community at UTSW, UTD and UTA we aim to develop a strong MRI methodology expertise to complement the existing focus. UTSW has an international reputation in clinical and basic science excellence. There have been six Nobel Prize recipients since 1985.

AIRC provides access to human and preclinical MRI scanners to faculty and students at the three University of Texas academic institutions in north Texas to advance human imaging studies and translational research in animals. The AIRC currently consists of 12 primary faculty and more than 20 secondary or adjunct faculty and will expand by about 5 primary

faculty in near future. AIRC is equipped with three human research-only 3T MR scanners (Philips Ingenia, Siemens Prisma, GE 750w), one human 7T MR scanner (Philips, first DDAS 7T system worldwide, software R5.9, parallel transmission fully integrated, state-of-the art neuroimaging scan protocols, enhanced multinuclear capability), three state-of-the art small animal MR scanners (Bruker 3T with HP capability, 7T with PET insert, 9.4T with rat and mouse brain cryo-coils and strong gradients), two hyperpolarization setups (Spin Aligner for preclinical and SpinLab for human application), 3 NMR spectrometers (Bruker) and chemistry and biochemistry labs for contrast agent development and investigations of cells and tissues. The human and preclinical MRI and NMR facilities inside the AIRC recently underwent comprehensive hardware and software upgrades and are at the latest state-of-the-art. The nearby Radiology Department offers access to a cyclotron for producing radiotracers, small animal and human PET/CT and SPECT/CT scanners, bioluminescence and fluorescence imaging for rodents and a highly focused ultra-sound (HIFU) system integrated with pre-clinical MRI. The installation of integrated human PET-MRI and MRI-HIFU systems (Radiology) and two integrated MR-LINAC (Radiation Oncology) were completed recently.

**Applicants** for this position should have obtained a PhD in Biomedical Imaging with knowledge in magnetic resonance imaging (MRI) being of advantage, evidence of excellent scientific and general writing skills, strong interdisciplinary communication skills and organizational skills. Experience in web page design and science marketing is a big plus.

This classified position is available immediately, has a long term perspective and will be funded by allocations for administrative support to the department. Compensation is in accordance with the guidelines of UTSW and contingent upon experience and qualifications and is complemented by an excellent benefits package. UT Southwestern Medical Center is an Equal Opportunity/Affirmative Action Employer. Women, minorities, veterans and individuals with disabilities are encouraged to apply.

Applications should include a short letter of interest, a curriculum vitae, a list of scientific publications, a list of grants (own or supported by writing/coordination); a description of the experience in teaching/supervision or coordination of academic programs; examples that give evidence of the writing, communication and marketing skills; PhD/Bachelor/Master certificates and three references (contact details only).

All materials should be sent **electronically as a single PDF** file to Anke Henning, Director, Advanced Imaging Research Center, UT Southwestern Medical Center, Dallas, Texas, US: Anke.Henning@UTSouthwestern.edu and uploaded to the UTSW talent acquisition system: Scientific Research Writer, AI-Lab Henning job at UT Southwestern Medical Center, Dallas, TX.