



Senior Science Officer, Therapeutics Development

Background

The California Institute for Regenerative Medicine (CIRM) is the state's Stem Cell Agency. We were created by the voters of California when they approved Proposition 71 in 2004, and renewed when Proposition 14 was approved in 2020, providing \$5.5 billion to invest in stem cell research in California. CIRM's mission, to accelerate stem cell and regenerative medicine treatments to patients with unmet medical needs, is what drives us to succeed every day.

To meet this challenge, our team of highly trained and experienced professionals actively partners with both academia and industry in a hands-on, entrepreneurial environment to fast-track the development of today's most promising stem cell and regenerative medicine technologies.

CIRM is the world's largest institution dedicated to helping people by bringing the promise of regenerative medicine closer to reality.

General Statement

The mission of the Therapeutics Development team is to attract and advance the most promising cell and gene therapies and new technologies applicable to diseases of the nervous system, cancer, metabolic, vascular, and other organ system-related conditions (e.g., musculoskeletal, respiratory, liver, cardiovascular). Projects in the therapeutic areas range from translational research through human clinical trials.

Job Functions

Building the Portfolio

- Works in a team environment in advancing the most promising translational and clinical stage stem cell-based and gene therapy technologies for unmet medical needs. Staying current and open-minded in recruiting and supporting well-constructed projects to be considered for funding and thus building the portfolio through a highly competitive, fair, and rigorous peer review process.

Advancing the Portfolio

- Accelerates the development of promising projects by analyzing data, aggregating information, communicating the information, and working in a collaborative and hands-on fashion with internal and external partners.



- Proactively identifies risks or deficiencies with active projects and leveraging internal and external resources to find solutions that provide the project with the greatest opportunity for success.
- Seeks new and innovative ways to improve and accelerate the therapies into the clinic.

Managing the Portfolio

- Assesses the progress of projects through objective metrics and ensuring the complete and up-to-date reporting on all projects in your portfolio.
- Works with the project teams to facilitate success.
- Monitors funding and other resources to ensure they are being used appropriately and efficiently.
- Competently parses data and information to develop creative, rational conclusions. Focuses on making sense of facts and figures and uses logical thinking practices to identify trends and best practices.
- Recommends appropriate action to suspend or discontinue projects when warranted.

Communicating the Portfolio

- Represents CIRM and the Therapeutics Development at appropriate scientific, medical, governmental agency, and industry meetings and events.
- Provides clear and timely reports and updates to CIRM leadership on the status of the portfolio.
- Engages with all stakeholders (scientific thought leaders, subject matter experts, patient advocacy groups) to build support for and advance projects.

Harmonizing with the CIRM Mission

- Demonstrate in your words and actions commitment to CIRM's mission.
- Collaborates with others to generate efficiencies, enhance productivity, and develop competencies.
- Commits to team decisions by supporting and working to achieve team objectives.

Supervision Received

The Senior Science Officer reports to the Vice President, Therapeutics Development.



Qualifications and Skills

The Senior Science Officer will have scientific and clinical operations expertise and experience in cell/molecular biology, or a related discipline especially as applied to cell and gene therapy. Industry experience and familiarity with mathematical and statistical skills to analyze scientific and clinical data. The Senior Science Officer will have an innate sense of urgency and determination to deliver outstanding results and to find innovative ways of meaningfully advancing CIRM's mission.

- Doctorate (PhD) in the sciences.
- A minimum of 5 years of relevant experience beyond doctoral degree in biologic/drug development, pharmaceutical /biotechnology industry, and/or biomedical clinical research.
- Mathematical and statistical skills to analyze and parse data and information to develop creative, rational solutions
- A logical, methodical approach to work, along with an enquiring mind, and strong observation skills
- Focuses on making sense of facts and figures and uses logical thinking practices to identify trends.
- Strong problem solving and analytical skills with accuracy and attention to details.
- Preferred experience in clinical research and operations in the cell and gene therapy area.
- Preferred experience with clinical projects' data analysis, presentation, and regulatory filings (FDA: pre-IND, and IND filings).
- Ability to explain results clearly to other scientists and people from nonscientific background.
- Ability to effectively manage, organize and prioritize multiple projects and meet deadlines in a fast-paced and demanding environment.
- Outstanding writing skills to produce reports along with strong communication, and interpersonal skills.
- Ability to make clear, concise, and impactful presentations.
- Ability to work collaboratively in a team-oriented environment.
- An "all in" commitment to accomplishing the mission of CIRM.



Working Conditions

- Hybrid environment working both at CIRM headquarters in South San Francisco 3 days a week and 2 days at home. In-person attendance of organizational meetings and board, subcommittee, and working group meetings as required.
- Ability to operate standard office equipment.
- Being available to work outside of normal business hours.

Attendance

Must maintain regular and acceptable attendance at such level as is determined at the Department's sole discretion. Must be regularly available and willing to work the hours the Department determines are necessary or desirable to meet its business needs.

Salary Range and Benefits

The annual salary range for the Senior Science Officer position is \$146,000 to \$179,000. CIRM offers a competitive compensation and benefits package.

Final Filing Date: 10 days out, or until filled.

How to Apply

The following items are required to be submitted with your application. Applicants who do not submit the required items timely may not be considered for this job:

- California State application [California State Examination/Employment Application \(Std. 678\)](#)
- Resume/CV
- Cover Letter

Application Information

All applicable fields on the State Examination/Employment Application (STD. 678) form must be filled out completely. Resume and cover letter must be included. Clearly indicate on the STD. 678 form in the field titled "Examination(s) or Job Titles for Which You Are Applying" the position title as indicated on this job announcement. Employment history on your application must be complete with dates, description of duties and responsibilities for each position held, contact names and phone numbers of supervisors. Applicants who do not submit all the required documentation (incomplete application package) may be eliminated from the selection process.



NOTE: For security purposes, your full social security number is not required on the application.

**A California State application is required as CIRM is a state agency. You will not be considered without this.

To: jobs@cirm.ca.gov (Electronic applications preferred)

Upon emailing your application package, please put the position you are interested in on the subject line.

Should you mail your application to CIRM, the dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS, are not considered Postmark dates for the purpose of determining timely filing of an application.

Address for Mailing Application Packages

You may submit your application and any applicable or required documents to:

Human Resources
Attn: CIRM, Jobs
P.O. Box 980790,
West Sacramento, CA 95798-0790

CIRM is an Equal Opportunity Employer and committed to a diverse workforce.

Contact Information

The Human Resources Specialist is available to answer questions regarding the application process and the position.

Human Resources Contact: Kathie Raftery

Email: jobs@cirm.ca.gov

Applicants requiring reasonable accommodations for the hiring interview process must request the necessary accommodations if scheduled for a hiring interview. The request should be made at the time of contact to schedule the interview. Questions regarding reasonable accommodations may be directed to the Equal Employment Officer listed below:

- Vanessa Singh
- Email: jobs@cirm.ca.gov



- California Relay Service: 1-800-735-2929 (TTY), 1-800-735-2922 (Voice) TTY is a Telecommunications Device for the Deaf and is reachable only from phones equipped with a TTY Device.

Equal Opportunity Employer

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding, and related medical conditions), and sexual orientation.

It is an objective of the State of California to achieve a drug-free workplace. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.

Benefits

Information on benefits afforded by membership in the California Public Employees' Retirement System can be found on the California Department of Human Resources (CalHR) Salary and Benefits website at [CalHR Benefits](#).

Information regarding Merit System Principles provided to public employees by the State Civil Service Act can be found on the CalHR website at [Merit Systems Principles](#).

Additional benefit information can be found on the CalHR California State Civil Service Employee Benefits Summary website at [Employee Service Employee Benefits](#). This webpage is intended to provide general information.

*All hires at CIRM are Exempt from civil service and considered Excluded for the purposes of collective bargaining.