



Job Announcement

Job Title: Program Director

Reports to: President

Location: Baltimore, MD

Position Description: The Global Virus Network seeks a Program Director to develop and implement the organization's programs. Working with the President and other staff members, the Program Director will lead global Education, Training and Scientific initiatives, to advance the mission of the organization.

ESSENTIAL FUNCTIONS:

Support an international network of Expert Virologists:

- Work with GVN's President on outreach, conceptualization, planning and implementation of initiatives, partnerships and collaborations. Support the establishment of regional GVN units.
- Serve as the coordinator of training, education and scientific projects. Assigns, schedules, monitors and reviews project work for timeliness, cost effectiveness and quality.
- Oversee the creation of GVN database.
- Implement newly developed GVN Corporate Partnership Program (CPP).

Lead Scientific Programs:

- Assist in GVN's Task Forces activities.
- Coordinate GVN International meetings.
- Coordinate newly developed projects CPP.

Lead Education and Training Programs:

- Coordinate GVN's Annual Short Course for emerging leaders in Virology.
- Establish GVN's first international training workshops.
- Coordinate GVN's Academy project.

Other activities:

- GVN Administration: work closely with staff to track budgets.
- Assemble proposals.
- Train staff in various aspects of technical activities. Mentor junior staff.

MINIMUM QUALIFICATIONS:

- PhD degree in science
- 5 years of related experience
- Equivalent combination of education and experience may be considered

KNOWLEDGE, SKILLS, AND ABILITIES:

- Effective communications and interpersonal skills
- Project management skills
- Leadership skills
- Excellent organizational skills
- Scientific background

HOW TO APPLY:

Please submit a cover letter, resume, and salary requirements to careers@gvn.org with "Program Director" in the subject heading. Applications will be reviewed on a rolling basis until position is filled.

About the Global Virus Network (GVN)

The Global Virus Network (GVN) is essential and critical in the preparedness, defense and first research response to emerging, exiting and unidentified viruses that pose a clear and present threat to public health, working in close coordination with established national and international institutions. It is a coalition comprised of eminent human and animal virologists

from 52 Centers of Excellence and 9 Affiliates in 32 countries worldwide, working collaboratively to train the next generation, advance knowledge about how to identify and diagnose pandemic viruses, mitigate and control how such viruses spread and make us sick, as well as develop drugs, vaccines and treatments to combat them. No single institution in the world has expertise in all viral areas other than the GVN, which brings together the finest medical virologists to leverage their individual expertise and coalesce global teams of specialists on the scientific challenges, issues and problems posed by pandemic viruses. The GVN is a non-profit 501(c)(3) organization. For more information, please visit www.gvn.org. Follow us on Twitter @GlobalVirusNews