



The  
West Virginia  
School of  
Osteopathic Medicine



Director, Center for Obesity and Related Diseases (CORD)

Reports to: President

**Summary:** The Director of the Obesity Center reports to the President and is responsible for overseeing the establishment, development, operation and management of the WVSOM Center for Obesity & Related Diseases (CORD). The Center's mission is to improve physical activity, healthy eating, and overall well-being among youth and families throughout rural West Virginia through translational research and outreach programs focused on social, environmental, and behavioral change. With national obesity rates on the rise, the Center works collectively with state and national partners to conduct research and evaluate promising obesity prevention practices.

**Specific Job Functions, Duties and Responsibilities:**

The Center for Obesity & Related Diseases will focus in the areas of Education, Research and Treatment.

Establish the Center, employ staff and develop facilities to support education, research and treatment of obesity and related diseases.

Provide leadership in strategic planning, decision-making, policy development, and problem-solving.

Coordinate day-to-day operations of the CORD and employ and provide direct supervision of the CORD Staff.

Provide education throughout West Virginia on obesity prevention, research and treatment and advocate for healthy lifestyle.

Identify funding opportunities and develop grant applications for funding.

Encourage and direct research on obesity and related diseases.

Coordinate with the Medical Director the delivery of services in the Center and assist in the continuum of care, development and implementation.

Assess, plan, implement, and update educational programs for patients; document baseline information and teaching/care provided; and coordinate support groups for pre- and post-research patients.

Establish, promote, and maintain therapeutic relationships with families and patients throughout the continuum. Monitor patient outcomes. Coordinate process by collecting and analyzing data, preparing reports, and presenting information.

Lead personnel in goal-setting and meeting daily responsibilities; and monitor the daily program revenue processes.

Oversee the implementation of marketing plans.

Conduct analyses and review program-budget activities.

Identify academic requirements and programs, respond to requests for services, and develop and maintain relationships with agencies, community groups and institutions.

Direct, supervise, train, mentor, and evaluate assigned staff.

Direct the development of a portfolio of continuing education programs.

Coordinate activities between the Center and the departments with affiliate faculty members.

**Position:** This is a full-time non-classified position with full state benefits and is exempt from FLSA provisions regarding overtime. Salary will be competitive and commensurate with experience. The ideal candidate will have at least 5 years experience leading a research institute or department. A MBA, MPH, PhD, DO, or MD degree is preferred. A background in Public Health Research is desirable but not required. Experience in obesity or other health-related disparities is highly desired. Ideally, the successful candidate will have experience in strategic planning, budget development and management and demonstrates vision, creativity, and a sense of entrepreneurship.

West Virginia School of Osteopathic Medicine (WVSOM) is a public institution of higher education founded in 1974 for the purpose of providing medical training in osteopathic medicine. For the past eleven years, WVSOM has been rank by *US News and World Report* among its "Top Graduate Schools." We are the largest medical school in West Virginia with about 800 students. WVSOM is also nationally recognized for graduating the second highest percentage of all allopathic and osteopathic medical school students who enter primary care residencies.

**Application:** Qualified applicants should send a cover letter, current resume, and a list of five references and their contact information to include addresses, e-mail, and phone numbers to Leslie Bicksler, Director, Human Resources. Applicants are encouraged to send application packets via e-mail [lbicksler@osteو.wvsom.edu](mailto:lbicksler@osteو.wvsom.edu). Material that cannot

be e-mailed may be sent to Leslie Bicksler, WVSOM, 400 North Lee Street, Lewisburg, WV 24901.

Applications are considered confidential, and references will not be contacted without notifying the applicant. The search committee will begin its review of applications upon receipt.

West Virginia School of Osteopathic Medicine is an equal opportunity employer and is committed to enhancing diversity among its faculty and staff.