



## **JOB DESCRIPTION**

**JOB TITLE:** Laboratory Director

**REPORTS TO:** CRB President

**CLASSIFICATION:** Regular – 12 month, exempt, at-will

**LOCATION:** Jerry Dimitman Laboratory, Riverside, CA

**WORK HOURS:** Typically Monday through Friday; extended days, weekends, travel subject to operational demands

**SUMMARY:** Re-establish USDA-APHIS-certified high throughput diagnostic laboratory for Huanglongbing detection. Supervise laboratory staff responsible for preparing and analyzing insect and plant samples. Initial emphasis will be placed on Asian citrus psyllid samples.

**THIS POSITION VACANCY IS OPEN** until Friday, April 21, 2017 or until a suitable candidate is secured.

**INTERESTED CANDIDATES** should submit an introductory letter, resumé and 3 professional references by email to:

Gary Schulz, President, Citrus Research Board at [gary@citrusresearch.org](mailto:gary@citrusresearch.org)

**The Citrus Research Program** is a grower-funded and grower-directed program established in 1968 under the California Marketing Act as a mechanism for enabling the California citrus growers to sponsor and support needed scientific and technical research to further the goals of the California citrus industry. The program is administered by the Citrus Research Board, which is commonly referred to as the CRB.

**ESSENTIAL JOB DUTIES:**

- Follow USDA-APHIS accepted and prescribed protocols for Huanglongbing diagnosis, including, but not limited to assaying for '*Candidatus Liberibacter*'
- Direct and supervise the optimization of diagnostic protocols
- Coordinate sample flow
- Supervise laboratory personnel to ensure that good laboratory practices and appropriate protocols are followed, and that the output of results is accurate and reliable
- Review, certify, and communicate laboratory results
- Complete the analyses of sample panels for quality control
- Work cooperatively with Geographic Information Specialist (GIS) in database development, data input, and map development
- Schedule work activities for laboratory management staff (coordinate with sample submission)
- Direct and oversee the training of personnel
- Enforce laboratory safety practices
- Work cooperatively with Citrus Research Board staff and other agencies such as the CDFA/CPDPP, USDA (APHIS and ARS), and county pest control districts on regional diagnostic programs

- Report status of laboratory operations to stakeholders and Operations Committee while maintaining strict confidentiality of diagnostic findings
- Create and give presentations to research groups, board members, and stakeholders
- Order necessary laboratory equipment and supplies
- Develop and manage yearly budget
- Perform other duties as assigned by the President

### **DESIRABLE QUALIFICATIONS:**

Knowledge of:

- ✓ Citrus diseases, causal agents, and their vectors, and citrus pests
- ✓ Use of qPCR in diagnosing Huanglongbing
- ✓ Other plant disease diagnostic methods such as serology (ELISA)
- ✓ Biochemical laboratory procedures
- ✓ Laboratory safety including the proper handling of biological and hazardous waste materials
- ✓ Agricultural and/or cropping systems
- ✓ Managing data through spreadsheets and databases

Skill in:

- ✓ Organizational leadership
- ✓ Effective communications, including that which requires confidentiality
- ✓ Preparing laboratory reagents such as buffers, antibodies, primers, and probes
- ✓ Use of laboratory equipment including, but not limited to, spectrophotometers, tissue homogenizers, pH meters, real time and conventional PCR, multi-channel pipets

Ability to:

- ✓ Supervise and manage personnel
- ✓ Hire, discipline and relieve staff of duties

- ✓ Train staff to correctly follow operational protocols
- ✓ Take initiative and work without close supervision
- ✓ Coordinate the throughput of samples
- ✓ Be responsible for final diagnoses that may lead to regulatory action
- ✓ Participate in a national quality control review of laboratory operations

### **EXPERIENCE AND EDUCATION:**

A combination of experience and education that provides the required knowledge, skill, and ability is desired. This would typically include:

- Advanced degree (Ph. D.) in plant pathology, plant diseases and insect epidemiology, bacteriology, virology, entomology or related field (experience weighted against degree attained)
- Diagnostic or research laboratory experience (especially using real time PCR methods)
- Supervisory experience (5 or more individuals)
- Experience in the detection of plant pathogens in plant tissue and insect vectors

### **SPECIAL REQUIREMENTS:**

- Possession of a valid California Driver's License
- Occasional out-of-town, multi-day business trips may be necessary
- Competent use of standard office equipment such as computers, telephones and photocopiers
- Lifting of boxes weighing up to 35 pounds

### **EOE STATEMENT:**

The Citrus Research Board is an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, national origin, gender, age, marital status, religion, disability, sexual orientation, pregnancy, or veteran status or other characteristic protected by the law.

