

TVMDL is seeking a Section Head for our College Station Molecular Diagnostics Section. The Section Head will lead a team of professionals performing high volume diagnostic testing on samples from both livestock and companion animals. This role is also responsible for implementing new diagnostic capabilities and advanced scientific techniques.

This senior leadership position is responsible for daily oversight of section operations, including budgeting, routine testing, assay development, client communications, safety, quality assurance, and employee well-being. The Section Head will coordinate workflows, perform routine testing as needed, and serve as the subject matter expert for the scientific discipline.

This role requires the performance of routine and non-routine tasks of advanced complexity, regularly exercising independent decision-making, the ability to troubleshoot routine and complex problems without supervision, and advising agency leadership.

**Sample Prep and Testing:** Provides scientific oversight for a fast-paced, high-volume molecular diagnostics lab and serve as the subject matter expert for the discipline. Works closely with TVMDL colleagues to coordinate multi-disciplinary cases. Works to provide timely, accurate, and informative test results to TVMDL clients.

Responsible for organizing sample processing and preparation by section staff. Aids staff in ensuring samples are fit for testing and case data is correctly recorded. Performs or interprets complex assays or techniques for routine and non-routine testing.

**Data Entry, Interpretation, Results:** Reads and records observations, results, and measurements in accordance with agency standard operating procedures. Coordinates progress of high-consequence cases. Provides analysis and review of unexpected results or results of significance. Offers diagnostic interpretation for clients based on test results and clinical histories.

Reviews test results, clarify conflicting results, and provide interpretation as necessary. Reviews and releases results within published turnaround times.

**Client Communication:** Responsible for timely, professional, and accurate communication with clients. Interacts with clients to answer complex questions, inform sample selection, select tests, interpret results, or recommend follow up testing. Ensures a complete, holistic approach to case management for all clients. Mitigates client complaints as appropriate. Meets with industry representatives to discuss and design research efforts or identify new assays.

**Quality Assurance & Safety:** Actively participates in quality assurance and safety programs and lead those efforts for the section. Responsible for safe handling of hazardous chemicals. Serves as the laboratory section's representative to Quality Assurance or Environmental Health & Safety Committees.

Identifies issues and develops solutions to quality assurance issues. Accountable for addressing corrective actions, preventative actions, and audit findings. Responsible for aligning processes, when relevant, across agency locations.

**SOPs, Procedures, Forms, Other Documentation:** Serves as the document owner for all standard operating procedures, forms, procedures, and other quality assurance documents governing the work in the section. Ensures procedural accuracy, completeness, soundness, and timely review of all section documents. Proactively creates and revises procedures and processes in the section. May serve a similar role for agency level documents and work with other locations to standardize processes across the agency.

**Research, Reference Materials, Development:** Engages in strategic review of new business opportunities. Evaluates experimental and technical approaches for developing or improving molecular assays to expand the section's testing portfolio. Leads and implements assay development, instrument configuration, protocol documentation, and process modifications.

**Administrative Roles:** Responsible for the fiscal management of the section, including budgeting, approval of salary changes, procurement requests, and certain supply purchases. Responsible for section adherence to procurement procedures. Ensures timely maintenance and repair of all section equipment.

When appropriate, liaison with local, state, and federal agencies. May interact with industry groups in the pursuit of improved relationships and collaboration. Interprets industry policies as well as state, national, and international law as applicable.

Leads strategic planning efforts for the section. Ensures agency leadership remains informed and updated on section progress, challenges, opportunities, and needs. May represent the section and agency on internal or external task forces, committees, and workgroups.

**Training and Mentorship:** Ensures appropriate, timely, and routine training for all section staff, including scientific, technical, managerial and leadership competencies. Responsible for ensuring proficiency testing within the section. Create and administer testing and training within the quality assurance program. Provides backup to section staff in the event of absences.

**Supervisory, Evaluation, Employee Support:** Responsible for hiring, supervision, evaluation, counseling, development, and termination of section staff. Recommends promotions, re-classifications, and salary actions for direct reports. Develops justification and maintains documentation for all personnel actions. Provides proactive, collaborative, and effective direct leadership. Ensures employee actions comply with Texas A&M System and TVMDL rules, regulations, policies, and procedures. Creates an ethical, non-discriminatory, positive, and safe work environment. Proactively identifies and addresses personnel issues, manages conflict, and responds to grievances. Investigates complaints or performance concerns.

Communicates regular updates and share information with staff. Serves as an advocate for employee issues with colleagues and agency management. Assists employees in preparation for promotion.

**Supervising Other Managers:** Directly manages the efforts of other supervisors in the section. Ensures effective and appropriate management and leadership by supervisors. Provides coaching, training, and mentorship to support professional development for supervisors and the supervisor's employees.

**Teamwork & Cooperation:** Foster laboratory teamwork, cooperation, professional standards, and communication. Participates in standing agency leadership meetings. Collaborates with colleagues in other agency sections and locations, as well as other diagnostic laboratories across the country in the development and pursuit of scientific advancement. Participates in industry-recognized meetings and affiliations to gain knowledge within the relevant scientific disciplines and industries.

**Other:** Work shall be performed with adherence to federal, state, Texas A&M University System, and TVMDL safety rules, regulations, policies, and procedures. Performs work in such a way to avoid exposing others or oneself to hazards that are avoidable by reasonable and approved methods.

#### **Position Details**

- This position is required to work onsite during normal business hours M-F 8 AM to 5 PM and may participate in flex scheduling including work prior to 8 AM, after 5 PM, on weekends or on holidays.
- TVMDL is located on the campus of Texas A&M University (TAMU). Parking permits are available from TAMU at the expense of the employee.

- TVMDL is considered an essential component of the Texas A&M University System (TAMUS) and remains operational for several “open holidays” in which overtime or compensatory time may be earned.
- This position requires a pre-exposure rabies vaccination series; TVMDL will cover all costs.
- This position may have access to equine or greyhound racing drug testing samples, records, and/or data and as such, the incumbent must have no financial interest in racehorses, racing greyhounds, or a racetrack, or any other conflict of interest within the racing industry. Furthermore, such employees shall have no investments in any racetrack nor receive any remuneration from a racetrack association, nor own or lease a racehorse or racing greyhound that is racing in the State of Texas. The incumbent may be required to consent to a background investigation through by the Texas Department of Public Safety including, but not limited to, fingerprinting of all TVMDL staff involved in drug testing for livestock and race animals.

#### **Required Education and Experience**

- Doctor of Veterinary Medicine (DVM) or Master’s/Ph.D. in related field or equivalent combination of education and experience.
- Five years of related experience.
- Advanced knowledge of section-specific discipline.
- Knowledge of quality assurance and safety programs in a laboratory.
- Able to perform assigned assays with no technical supervision and considerable independent decision making.
- Excellent verbal and written communication skills.
- Strong managerial and leadership skills.
- Excellent verbal and written communication skills.
- Ensures attention to detail and ability to multitask and work cooperatively with others.

#### **Preferred Education and Experience:**

- Ph.D. in Molecular Biology.
- Seven or more years of professional experience with routine molecular techniques.
- Experience in next-generation sequencing, bioinformatics, primer/probe design, and genome assembly workflows. Previous experience in molecular assay development.
- Board certification or eligibility to sit for examination by the American College of Veterinary Microbiology (ACVM).
- Knowledge of animal pathogens, pathogen biology and ecology, and zoonotic diseases.
- Proficient in operation and maintenance of laboratory equipment.
- Prior professional experience as a manager in a diagnostic laboratory.
- Demonstrated success in assuming increasing responsibility and independent decision making.
- Experience leading teams to solve complex tasks.
- Implement steps for resolution of errors or process improvements.

Apply online at [https://tamus.wd1.myworkdayjobs.com/TVMDL\\_External/job/College-Station-TX/Section-Head\\_R-069354](https://tamus.wd1.myworkdayjobs.com/TVMDL_External/job/College-Station-TX/Section-Head_R-069354)

*TVMDL is an Equal Opportunity/Affirmative Action/Veterans/Disability Employer*