Moores Cancer Center Clinical Trials Office (CTO) Co-Medical Directors

The Moores Cancer Center Clinical Trials Office (CTO) Medical Directors oversee overall CTO clinical strategies and operations to ensure safe, compliant and efficient cancer clinical trial conduct. The CTO Medical Directors work with Cancer Center leadership and the CTO Executive Director of Administration to develop and then execute strategic plans to deliver quality service to all stakeholders including study participants, physician investigators, regulatory authorities, and trial sponsors. The candidates will be appointed by the Moores Cancer Center Director, report to the Associate Director for Clinical Science, and receive strategic guidance from the Moores Cancer Center executive team and Health Sciences leadership.

The MCC CTO Medical Directors oversee day-to-day clinical research operations at Moores Cancer Center, including network sites and regulatory oversight of cancer clinical trials and lead performance improvements of the CTO and Cancer Center clinical research enterprise at Moores and all locations where MCC clinical trials are conducted. For the purposes of the Cancer Center Support Grant, one medical director will be named in the grant as the CTO Medical Director and have greater responsibility for writing and presenting the CTO in the CCGS and site visit and the other person will be written in the grant as Co-Medical Director and have a greater share of other responsibilities. However, the compensation and effort are equal for each co-medical director.

Each MCC CTO Medical Director position will be 0.2 FTE (~8 hrs/wk); and will receive 20% salary support up to NIH cap. The MCC CTO Co-Medical Director role is renewable annually based on progress toward goals as measured through agreed-upon metrics.

Required Qualifications

- Academic rank of Associate Professor or full Professor at UC San Diego
- MD
- Demonstrated experience as a interventional, therapeutic cancer clinical trialist at an academic health center
- Experience as a PI of investigator-initiated cancer clinical trials

Preferred Qualifications

- Experience leading administrative initiatives (e.g. programmatic, advocacy, scholarship, publications, education, evaluation, community engagement)
- Strategic vision and executive acumen
- Change management expertise
- Persuasive and clear communicator, able to frame information for diverse stakeholders
- Ability to navigate the culture of academic medicine
- Demonstrated ability to innovate and generate new ideas
- Cultural intelligence and technical mastery of clinical research
- The ideal candidate will be knowledgeable of research operations including clinical trial conduct, regulatory compliance, budget development, contracting, and strategic planning

Responsibilities

- Oversight for compliant and safe clinical research
- Act as the primary faculty liaison researchers, departments, and health system partners regarding clinical research and work to identify areas of improvement

- Review and resolve or escalate clinical, regulatory, or budgetary issues with investigators, service line, other departments, and internal/external partners
- Serve as the CTO spokesperson for the Cancer Center
- Chair and set agenda in the Cancer Center clinical research oversight committee: Clinical Research Practice Committee (CRPC) to facilitate integration of clinical trials activities with biostatistics, investigational drug pharmacy, clinical trial specimen processing, the Protocol Review and Monitoring System (PRMS), and the Data & Safety Monitoring (DSM) systems
- Adhere to NCI P30 Cancer Center Support Grant (CCSG) guidelines, actively engage in preparation of the written CCSG application and other necessary annual updates/non-competitive renewal submissions to NCI and the External Advisory Board
- Partner to the CTO Executive Administrative Director whose responsibilities include management of three Associate Directors of Administration and the staff of project managers, clinical research coordinators, regulatory associates, QA, staff of the PRMC, staff of the DSMC, lab, data, billing compliance/medication acquisition specialists, and office management. Also responsible for budget preparation and management; goal setting and assessment on KPIs; and administrative partnership with MCC leadership
- Oversee and enhance MCC clinical research activities at Moores, Rady Children's Hospital, VA, Hillcrest, Encinitas, California Proton Cancer Therapy Center, other UCSD Health sites and emerging sites to achieve the goal of offering clinical research opportunities wherever cancer clinical care is provided
- Assist with mentorship of investigators seeking to develop investigator-initiated trials
- Analyze monthly clinical trial accrual reports and provide guidance to disease research teams on prioritization of clinical trials based on catchment area cancers, institutional priorities, a balanced trial portfolio, and trial performance; in collaboration with the AD for Clinical Science, communicate with Division Chiefs or Departmental Chairs regarding concerns and strategies for improving accruals to clinical trials
- Analyze and monitor CTO finances including core budget, financial forecasts, and current fee schedule to remain a competitive research site with a balanced budget. Ensure Disease Team accounts are actively managed and cost neutral.
- Collaborate closely with Community Outreach & Engagement (COE) to actively recruit clinical trial participants that mirror the catchment area demographics; and partner with COE to execute strategies to ensure bidirectional flow of input from community members and organizations on clinical trial development
- Participate in audit debriefings, reviewing audit visit reports, and work with CTO staff to develop, implement, and monitor corrective action plans; work with Cancer Center leadership to determine the best methods for disseminating communications regarding these corrective action plans with faculty and clinical staff
- Continuously optimize the CTO's clinical research capacity
- Promote and facilitate collaborative efforts between the Clinical Trials Office, ACTRI and related University central offices to improve clinical research infrastructure
- Build a culture and infrastructure that enables a transparent and data-driven approach for accountability and sustained improvement around clinical trials implementation, monitoring the effectiveness of clinical trials office initiatives with the support of dedicated MCC staff