What is research administration?
Research Administration is a profession that supports research at MIT involving...

- Proposal Development
- Budgeting and Planning
- Project Management
- Financial Management
- Award Administration
- Compliance
- Systems Development
- Communication
Why be a Research Administrator at MIT?

“Big diversity in the type of work done, opportunities to learn new things”

“Helping people, faculty and researchers, who dream up these great ideas”

“Seeing inventions from MIT used all over the world and connecting to that personally (how we helped)”

“Great to work with students”

“Access to a vast pool of talented individuals; an army of people that will help answer questions”
What are common Research Administrator positions at MIT?
There are many paths to success...

How do you get there?
Enhancing the knowledge and practice of mentoring in research administration

Enhancing awareness of research administration as a career and supporting the career development of research administrators

Supporting the research administration employee lifecycle

Getting answers for all of your questions

Coordinating regular gatherings, educational opportunities, and working groups for the research administration community

Coordinating and expanding educational offerings for research administrators
MIT RA Circle Mentoring Program

Mentoring Circles provide:

- Community within the group as well as with mentors
- Discussion opportunity and support for mentees’ goals
- Venue for questions about career paths in research administration at MIT
- Networking with peers
MIT Research Administration Educational Offerings

**Essentials of Research Administration**
Develop an understanding of the principles, policies and associated processes that form the foundation for research administration at MIT.

**Topics in Research Administration**
Educational offerings featuring high level topics including compliance, policies, practice and emerging trends.

**Research Administration Practice (RAP) Sessions**
Targeted, skills-based educational offerings in a class/workshop style that includes participation from departmental administrators, OSP, VPF and VPR as subject matter experts.

**ToolTime**
Opportunities for DLC Research Administrators to showcase and share the tools and resources they have developed and use to complete their day to day tasks.
MIT Research Administration
Pipeline Development and Talent Management

Promoting Research Administration career tracks at MIT

- Compliance
- Sponsored Programs
- Finance
- Administration
- Human Resources
- Communications
- Systems Development