Northwest Missouri State University
Board of Regents
Date of Meeting: March 18, 2009

Cabinet Member: Kichoon Yang                  Agenda Item: CIE Staff Chemist

Background:

On February 9, 2009 the University signed a fee for service agreement with Carbolytic Materials Company, *Analysis and Testing Agreement* (a copy of the agreement is available upon request). The requested position, CIE staff chemist (a position description is appended below), is to fulfill our obligations under this agreement. We expect that once the Center of Innovation and Entrepreneurship is fully operational, the revenue stream associated with the proposed position (i.e., laboratory analysis and testing) will fully fund the position.

Issue:

I recommend approval.

President’s Recommendation:

Recommend approval.
POSITION: Analytical Chemist – Professional Staff
DEPARTMENT: Chemistry / Physics Department
REPORTS TO: Department Chair
CONTRACT TERMS: Twelve Months

POSITION SUMMARY: Work primarily in analysis of industrial products and by-products, may also work in product/by-product separation and product development, all in support of the university’s business incubator in the new Center for Innovation and Entrepreneurship located on the Northwest campus.

ESSENTIAL FUNCTIONS:
1. Analyze industrial products and by-products following ASTM protocols
2. Design and perform experiments
3. Develop methods as necessary
4. Report data/results to responsible authority
5. Schedule maintenance on scientific instruments and keep instruments properly calibrated
6. Perform other duties as assigned

MINIMUM QUALIFICATIONS:
Education: M.S. in Chemistry or related field
Experience: Work experience as Analytical Chemist
Skills: Ability to perform data analysis and experience on a variety of instruments such as GC/MS, SEM, XRD, DSC/TGA, particle analysis, etc.

PREFERRED QUALIFICATIONS:
Education: Ph.D. in Analytical Chemistry or Related Field
Experience: Postdoctoral experience, preferably in industry
Skills: Demonstrated ability in skills mentioned above.

WORKING CONDITIONS: Bench work in a newly built state-of-the-art laboratory and instrument room

TYPICAL PHYSICAL DEMANDS: Ability to complete essential functions in the laboratory.

COMMUNITY: Northwest Missouri State University is located in Maryville, Missouri, a community of 11,000 with a diverse economy, and a strong industrial base. Maryville is located 45 miles north of St. Joseph, Missouri and 90 miles north of Kansas City, Missouri. For more information see: www.maryvillemo.org.
UNIVERSITY: Northwest Missouri State University is a traditional resident-based campus with total enrollment over 6,000 students. Northwest, the recent winner of three Missouri Quality Awards, is a teaching-focused institution requiring a twelve-hour teaching load per trimester. For more information see: www.nwmissouri.edu.

COLLEGE: Arts & Sciences

DEPARTMENT: Chemistry and Physics; The Department has six full-time chemistry members and offers B.S. degrees in chemistry

SALARY: $50,000 plus benefits

REVIEW OF APPLICATIONS WILL BEGIN: March 15, 2009

DATE AVAILABLE: July 1, 2009

APPLICATION MATERIALS: A complete application consists of: (1) a letter of application which describes your experience and suitability for the position; (2) a current resume; (3) transcripts of all undergraduate and graduate coursework; and (4) two letters of recommendation

APPLY TO: Department of Chemistry/Physics
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