

**Jennifer Cory**  
**Stanford University**  
**Candidate Statement – Region VI Chair-elect**

I believe that a leader should actively model values that provide a vision for those she leads. I believe in and live by the core values of our region, which include diversity, integrity, commitment to excellence, collegiality and open exchange of views and ideas. My life has been guided by these values and I am confident that I can represent our Region as Chair-Elect in a positive and inclusive way. In this role, I will commit to keeping the best interests of the regional community in mind at all times and help guide us toward our common goals. I also want to support growth, expand the diversity of our membership, and encourage new ideas from all members that will support our values and mission.

We have begun to tackle the challenge of being a more diverse and inclusive community, but there is always more work to be done. Awareness and conversation are necessary for any community to grow and thrive. I believe in fostering these conversations by creating safe space for people to speak their truths. Every person should have a voice, not just the those with the privilege of position or relationship. Each of our members should be represented in crucial conversations and decision making. Furthermore, we should encourage new membership from segments of our community that are currently under-represented.

My experience includes pre-award, post-award, compliance and operations oversight. I have built and led large teams, transforming organizations in a positive way by purposefully recruiting those who think differently to me. In my current role, I lead strategic development for our research center and manage internal and external relations. I work with a diverse team and understand how to navigate complex problems and tackle difficult conversations. I have served on program committees for regional and national meetings, served as NCURA traveling faculty, and consistently present at conferences. After more than 20 years as a research administrator, I am still passionate about and energized by our work. I enjoy being challenged, because it opens up new possibilities and helps me grow. Thanks to NCURA, I have gained a wealth of experience through the professional - and personal - interactions we have shared. I want to serve our Region as Chair-Elect because I believe that my experience and leadership skills can advance our mission to promote the sharing of knowledge and foster our community.

# Jennifer J. Cory, MA<sup>2</sup>, CRA

Newark, CA 94560 Tel: 650 644 5913 E-mail: imjen80@gmail.com

---

## Education/Credentials

- MA Leadership, Saint Mary's College of California
- MA Policy Studies, University College of Northampton, England
- BA Liberal Studies, cum laude (Minors: History, Government), Saint Mary's College of California
- Certified Research Administrator

## Professional Experience

### **Director of Operations, Center for Definitive and Curative Medicine (CDCM), Stanford University** **May 2018 – present**

- Responsible for strategy, program management and coordination, and operational leadership in support of the mission of the CDCM: to translate investigator-initiated research from initial discovery through completion of phase I/II proof-of-concept clinical studies in cell and gene therapy. Scope includes pre-clinical, GMP process development/manufacturing, clinical trials.
- Manage, plan, and execute clinical and pre-clinical development programs and studies, including creating and managing study timelines, budgets, and study management plans.
- Negotiation of contract scope and terms for industry partnerships.
- Relationship manager for internal partners, including technology licensing, contracting, and legal; philanthropic donors; and external academic and non-academic partners.

#### Achievements:

- Built a team to support the operational and programmatic infrastructure of the CDCM from wet lab bench to clinical implementation.
- Developed Governance plan; Industry interactions process; financial sustainability White Paper; Utilization and Operational plan for the Laboratory for Cell and Gene Medicine (Stanford cGMP facility).
- Established a formal intake process for clinical projects proposed to the CDCM, facilitating a review that assesses programmatic alignment, feasibility, and resource needs.
- Facilitated the growth of five translational programs and the launch of 10 phase I/II clinical trials.

### **Traveling Faculty, National Council of University Research Administrators**

- Contract Negotiation and Administration (2018-present)

### **Director of Research Administration, Department of Pediatrics, Stanford University** **Mar 2010 – May 2018**

- Oversaw research administration for department, including financial management practices, policies, and procedures, pre-award activities, program development, facilities and space management, and operations. Sponsored research expenditures ~\$50M per year; growth of +110% in five years.
- Space and facilities oversight, management and strategic planning for Department.
- Resident expert and mentor in research administration, providing training, advice, direction and policy interpretation to faculty and staff in the areas of financial and regulatory compliance and operations. Chief administrative member of Department of Pediatrics Research Advisory Committee and Annual Research Retreat Planning Committee.
- Liaison to internal and external partners, including Office of Sponsored Research, Dean of Research Office, Lucile Packard Foundation for Children's Health.
- Participated in policy development and process improvement effort for both the department and the School. Projects included: new junior faculty financial support policy, shared resource policy, statistical unit development, clinical trials billing process, project management training, sponsored projects advisory group, research administration curriculum development.
- Member of Executive Committee planning new Biomedical Innovations research building, School of Medicine (2016-2019).
- Member of Export Controls Working Group, Stanford (2017-2018)

#### Achievements:

- Redesigned and expanded research management team within department, establishing a robust support structure for faculty.
- Developed enhanced website for research, including Resource Guide for junior faculty and new investigators.
- Implemented new quarterly certification process for the department, ensuring compliance with federal and University policy.
- Developed training materials for staff in the following areas: NIH salary cap compliance, cost compliance, other support, Grants.gov.
- Facilitated the onboarding of 15+ research faculty and their labs over eight years.
- Created Research Improvement, Support and Exchange (RISE) group for staff and managers, providing a forum for training, problem solving and networking.

### **Business Manager, Department of Medicine, Stanford University** **Mar 2008 – Mar 2010**

- Managed finance and operations for Division of Blood and Marrow Transplantation (BMT).

- Directed effective financial administration of the division, responding proactively to programmatic needs and changes, overseeing post award grant and contract management, problem solving and providing direction for faculty researchers.
- Assisted Division Chief (BMT) in overall management of professional clinical practice, monitoring and reviewing funds flow statements and clinical activity reports.
- Advised faculty and staff in areas of financial management, research policy and grants administration, clinical trial management, and human resources, ensuring compliance with applicable laws and policy.
- Provided reports and financial analysis relating to sponsored programs, gift income and clinical revenue to faculty.
- Supervised financial analyst and administrative team; managed recruitment and hiring process; provided training in grants process and management, institutional review board processes, and financial management.
- Liaised with Stanford Hospital for oversight of clinical program, working with senior staff to ensure division supports the staffing needs and management of operations for continuity of patient care.

**Research Process Manager, Stanford University**

**Nov 2003 – Feb 2008**

- Institutional signing official for grant and contract proposals in the School of Medicine.
- Partnered with faculty in managing research portfolios. Included proposal preparation and submission, budget development, award negotiation/acceptance, compliance and fiscal oversight, and process management. Required expert knowledge of university, federal (OMB A-21, A-110, A-133), and sponsor policy and ability to communicate such knowledge to faculty and staff at all levels.
- Partnered with internal departments, including the Office of Medical Development, Office of Sponsored Research, Office of Technology Licensing, Lucile Packard Foundation for Children’s Health, and other university offices.
- Remained current on policies, practices, and sponsor trends through training, affiliations with professional research associations, and attendance at conferences.

**Senior Research Grants Advisor, University of Oxford**

**2000 - 2003**

- Management of Medical Research Services grants team.
- Advised University Departments on the preparation of grant proposals; scrutinized grant applications, and acted as first-line approval prior to University authorization; monitored compliance with University and Sponsor conditions, and liaised with National Health Service and University Offices when necessary.
- Trained new members of staff as well as Departmental Administrators.
- Processed awards, negotiated terms of contracts between Departments and other institutions for collaborative research projects, and managed resulting accounts.

**Housing Officer, Cherwell District Council, Oxfordshire, UK**

**1997-2000**

**White House Council on Environmental Quality (Intern), Washington DC**

**1997**

**Other Professional Activities**

- Affiliate, Stanford Center for Improvement (2021- )
- 2021 Mentor, School of Medicine staff mentoring program (also 2017, 2018, 2019)
- 2017-present Member of Quality and Compliance Improvement Program, Stanford School of Medicine
- 2015-2020 Traveling Faculty, Departmental Research Administration, NCURA
- 2019 Clinical Research Professionals Conference, Oregon Health Sciences University: Plenary Speaker
- 2018 Mentor, Department of Pediatrics staff mentoring program
- 2017-2019 Member, Society of Research Administrators International Speaker’s Bureau
- 2012 National Property Management Association, Fall Educational Conference
  - Research Administrators and Property Managers: Where Do We Intersect?
- 2011 Association of Administration in Academic Pediatrics Western Conference
  - Building Infrastructure in a Growing Research Organization
- Stanford University Cardinal Curriculum, Quarterly course (past instructor): Overview of Research Administration
- Stanford University Cardinal Curriculum, Quarterly course (past instructor): NIH: A Guided Tour

**Publications**

- *Remote Work: A Human Capital Perspective*, Sponsored Research Administration: A Guide to Effective Strategies and Recommended Practices, National Council of University Research Administrators, 2021

**Awards & Other Activities**

- Collaboration Award recipient, Department of Pediatrics, Stanford (2019)
- Stanford Manager Academy (2014)
- Girl Scout Gold Award Committee Member & Gold Award Project Coordinator (2011-2014)
- National Examination Board for Supervision & Management, Management Certificate, Oxford College (2002)
- Customer Care, Oxford University Institute for the Advancement of Learning (2000 & 2002)