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

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

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

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

“Access to a vast pool of talented individuals; an army of people that will help answer questions”

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

“Great to work with students”
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

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

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

Coordinating and expanding educational offerings for research administrators

Supporting the research administration employee lifecycle

Getting answers for all of your questions

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# 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
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