



COLLEGE OF VETERINARY MEDICINE

3505 Veterinary Medicine Basic Sciences Building, MC-002 2001 S. Lincoln Ave.
Urbana, IL 61802-6178

Major Duties and Responsibilities of the Director of the Veterinary Diagnostic Laboratory (VDL)

- Provide organizational and administrative leadership to fulfill the missions of the VDL.
- Serve as the chief administrator and financial officer of the VDL, including control of the budget and allocation of resources. Maintain awareness of current trends in academic and private clinical laboratories and oversee the development and implementation of a long-term business plan that allows for the strategic development and expansion of VDL activities. Monitor market conditions in order to generate action plans to optimally position the VDL as the preferred provider of laboratory diagnostic services in the region. Together with the dean, develop a strategic plan for space management in the VDL.
- Direct VDL staff by overseeing recruitment, training, and management of work assigned to professional and support staff. Formulate, initiate, implement and interpret policies related to the operation of the unit, as well as campus or university-wide policies. Promote and support a culturally competent and inclusive work environment. Maintain effective internal communication including regular meetings with laboratory personnel for discussion of procedures and policies, as well as annual evaluative meetings with each professional staff member.
- Establish and maintain productive communications and interactions with practicing veterinarians, livestock producers, the Illinois Department of Agriculture and other state agencies that are involved in livestock health or zoonotic diseases, animal owners, and organizations related to these groups. Maintain effective communication with the heads of the Departments of Comparative Biosciences, Pathobiology, and Veterinary Clinical Medicine and academic leadership at the University of Illinois Urbana Champaign.
- Provide leadership and support to the Zoological Pathology program and satellite diagnostic laboratory in Chicago.
- Provide professional expertise and keep current with developments in the profession.
- In conjunction with faculty in the college, work to facilitate research activities, ensure the delivery of instructional material to DVM and graduate students, and provide high quality residency programs.