

Position: **Assistant Director, Center for Evidence-Based Dentistry**
American Dental Association
Department: Center for Evidence-Based Dentistry
Chicago, IL

Position responsibilities: The position's responsibilities include, but are not limited to, serving as lead staff in the development of evidence-based clinical recommendations, managing the ADA EBD website, directing conference and workshop planning, developing continuing education programs on EBD; developing and maintaining standard operating procedures for EBD programs and assisting the director with management reporting and other management functions.

Requirements: This position requires a D.D.S., D.M.D., B.D.S. OR Ph.D. or an MS in health-related field with five years of experience investigating and analyzing scientific issues and preparing scientific papers; proficiency using electronic literature search tools; ability to present technical, scientific information in language that is clear and concise to scientists and non-scientists; ability to analyze and interpret scientific data and planning and executing complex projects from inception to implementation; excellent oral and written communication and organizational skills are critical.

Highly Desirable Skills Include: Previous experience with evidence-based processes; three or more years of clinical dental practice; experience working in teams; web site development and application of electronic project management tools; experience managing collaborative activities with internal and external stakeholders.

Please direct correspondence to:
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ADA Jobs site: <http://www.ada.org/ada/about/jobs/index.asp>