

Joanna B. Downer, Ph.D.

DUMC 2828
Durham, NC 27710

919-681-8272 (office)
joanna.downer@duke.edu

PROFESSIONAL EXPERIENCE:

Administration/Leadership:

Office of the Dean, Duke University School of Medicine

Oct. 2009 – present

- ❖ Director of and Assoc. Dean (9/2015 - pres) for Research Development
Launched and lead school-wide effort to facilitate development of large, complex, multi-investigator grant applications for submission to funders including the National Institutes of Health, DoD, NASA and the Howard Hughes Medical Institute; expanded effort to include review of individual research grants; developed and delivered a well-received series of writing workshops for faculty (see Teaching Activities, below). Proactive facilitation includes identifying funding opportunities aligned with Duke strengths; evaluating interest among potential respondents; convening open meetings to build appropriate team(s). Facilitate development of research plans and teams including by providing full project management and leadership; ensuring compliance with application requirements; advising faculty investigators regarding strategy and application content/organization; drafting certain text and critically reviewing and editing text of all sections; working with faculty investigators, grant managers, and others on budget materials; compiling final application, etc. Established metrics of impact and success (as of Feb. 2019, had managed development and submission of **>150 complex grant applications** as well as dozens of others, with a financial impact of **>\$411 Million** over the life of the awarded grants, with additional multi-million dollar awards still expected based on scores received to date). Identify obstacles to faculty proposal success and work with others to establish solutions. Liaise with institutional leadership and others as needed. Currently leading office knowledge capture and process capture and re-design to enhance office workload sustainability. Hire, manage and mentor Research Development staff (hired Mar. '11 (1), summer '13 (2), Jan. '15 (1), Jan. '16 (2), July '17 (1); 1 in process). FTEs supervised currently: 4. Teach in Grant Manager trainings; develop and give application-related presentations to a variety of audiences (i.e., NIH Rigor and Reproducibility; NIH/AHRQ human subjects requirements (with others), etc.). Contribute to institutional research-related initiatives, including leading two institutional working groups, launching blog, launching a Research Town Hall series and planning and hosting the first four, providing communication advice, etc.

Office of the Chancellor of Health Affairs, Duke University

Jan. 2006 – Oct. 2015

- ❖ Senior Associate, Strategic Services
Manage efforts to strengthen science and increase faculty engagement at Duke Medicine (through Chancellor and Medical School Dean programs) and Duke University (through Vice Provost, Academic Affairs; 2008-2009). Work with and engage faculty and leaders at Duke and at other institutions during management of a wide range of projects. Built Excel model to allow analysis of the medical school's U.S. News ranking. Successfully advocated for improved internal communications on science and research ('06). Determine agenda, administer group and draft proposals for major institutional committees: Academic Cabinet (9/06-7/09), Science Advisory Council (12/06-10/15), and Faculty Development Workgroup (4/07-12/09). Planned major lectures (1/06-10/09); mentor in-house writers. Research and draft essays and materials for Nobel Laureate Peter Agre (Vice Chancellor for Science & Technology; 1/06-1/08) and academically oriented speeches, correspondence and award nominations for Victor Dzau (Chancellor of Health Affairs; 1/06-6/14). Managed fledgling Triangle Malaria Consortium (2007-2009). At the request of the Dean of the Medical School, drafted narratives and managed development of three institutional construction grants for Stimulus funding (4/09-9/09).

On-Staff Reporting/Writing:

Communication and Public Affairs, Johns Hopkins School of Medicine

June 2001 – Dec. 2005

- ❖ Assistant Director, Science Communication
Responsible for all media relations and communications for basic and pre-clinical biomedical science departments, the Animal Care and Use Committee, and institutes of cell engineering (stem cells) and genetic medicine. Served as communications counselor for administrators and faculty and in-house science expert for Hopkins writers and editors;

wrote news releases, op/eds and website content; initiated and wrote twice-monthly e-newsletter on Hopkins' basic research; and established and reviewed printed basic science newsletter. Coordinated publicity, invited media, produced press kits and ran press rooms for major symposia. Proposed, designed, established and directed fellowship program for annual reporters' week during the genetics "Short Course" in Maine. Recruited and mentored science writing interns. Involved in issues management as needed.

News Office, Duke University Medical Center

Nov. 1998 – June 2001

- ❖ Senior Writer Wrote news releases and articles about basic and clinical cancer research, grants and awards; proactive and reactive media relations for cancer and other topics; provided on-call patient conditions; participated in cancer center website redesign. Issues mgmt support.

Time Magazine, Washington, D.C., bureau

June – Aug. 1997

- ❖ Science Reporter/
Fellow American Association for the Advancement of Science Mass Media Science & Engineering Fellow. Reported stories on Mars, NASA, magnetic pain relief, the environment (three articles), timber roads, and two personal profiles; suggested stories on health illiteracy; covered federal agencies and Congressional policy.

Freelance Writing and Editing:

Scientific Writing and Editing

Aug. 1994 – July 2013

Wrote and/or edited scientific articles accepted by NEJM, Nucl. Med. Biol., J. Nucl. Med., PNAS, Ann. Int. Med., PLoS journals, etc.; scientific abstracts and textbook chapters; and numerous grants submitted to private foundations, the U.S. government, etc. Topics include nuclear medicine, pediatric HIV, AIDS, cancer biology, lung cancer screening, gastroenterology, childhood trauma and mental health intervention.

Science Writing

Jan. 1996 – July 2011

Interviewed sources and wrote articles for outlets including Siemens/Primafile, Johns Hopkins, Nature, The Chronicle of Neurology and Psychiatry (a physician-targeted publication in Canada), Washington University Medical School. Was a city writer for OnHealth.com. Topics covered include interventional radiology, Alzheimer's disease, multiple sclerosis, nuclear medicine, and stem cell research. As writing fellow, researched and wrote short biographies on nine prominent American physicians and scientists for Oxford University Press's American National Biography Project, a 24-volume work published in 1999.

Selected Teaching & Mentoring Activities:

Duke University School of Medicine

Oct. 2012 – present

- ❖ "Effective Communication: Sentence and Story" Developed didactic portion (now delivered by video) and hands-on workshop to help faculty learn to revise their written work more effectively. Workshop implements approach taught by George D. Gopen in his "Writing from the Reader's Perspective" lecture series, and fills in gaps with my own tips and tricks collected over years as a science writer, scientific editor, and research development professional. I have offered this workshop to Duke faculty through the School's Office for Faculty Mentoring (Oct. 2012, Oct. 2013) and its Path to Independence and K Club programs for young faculty (three cycles per year, starting Feb. 2013 through summer 2017), the Duke Department of Medicine Academy for young faculty (two cycles per academic year starting Fall 2013), and Duke's BIRCWH program (annually), as well as in a single session through Duke University Office of Postdoctoral Affairs (2014, 2016, 2017, 2018). Delivered slightly different versions at the North Carolina State University College of Veterinary Medicine (2016, 2017), Virginia Tech (2016), and Duke-National University of Singapore Graduate Medical School (2018).

Various

Jan. 2004 – present

- ❖ Advanced Grant Management classes At Duke, co-developed and delivered classes multiple times per year as part of the Advanced Grant Management certification program: "Effective Communications" and "Pre-Award Complex Grant Management".
- ❖ "On Science Writing" At Johns Hopkins, accepted science writing interns and mentored graduate students and postdocs as they made the transition from scientist to science writer (2004-2005). At Johns Hopkins and Duke, provided advice, direction and assistance to students interested in making the same switch or in entering science writing from non-scientific backgrounds (e.g., Duke Biomedical PhD Programs' career development

sessions 2013-present); convened and participated on science communication panel for Duke Scholars in Molecular Medicine Program (annually starting Spring '13).

- ❖ “Scientific Editing” At Johns Hopkins (Fall 2003) taught a one-and-a-half hour lecture and two hour-long follow-up group sessions on scientific editing to establish a peer editing service at the request of Johns Hopkins Medicine’s Professional Development Office in conjunction with their semester-long Biomedical Communications course for graduate students and postdoctoral fellows. Assigned sections of a paper for students to edit and evaluated their editorial abilities for certification by the Professional Development Office.

Scientific Research:

- Washington University Medical School, Division of Radiological Sciences Aug. 1993 – Nov. 1998
- ❖ Radiochemistry Radiopharmaceutical development for cancer imaging and therapy.
 - ❖ Animal Research Developed animal models and used human tumor lines for testing prostate and ovarian cancer radiopharmaceuticals.
 - ❖ Nuclear Chemistry Developed or modified production and processing methods for isotopes of iodine, bromine, copper, and fluorine used in the above investigations.
- Carnegie Mellon University, Department of Chemistry Dec. 1989 – May 1993
- ❖ Theoretical Chemistry Ran and analyzed computer simulations of nuclear reactions and decay and compared results to experimental findings.
- Brookhaven National Laboratory, Medical Isotope Research and Production June – Aug. 1992
- ❖ Nuclear Chemistry Studied and improved production and processing of a radiotherapeutic isotope proposed to alleviate bone pain in cancer patients.

PROFESSIONAL ORGANIZATIONS:

- National Association of Science Writers (NASW), 1997-present
- National Organization of Research Development Professionals (NORDP), 2010-present (Co-Chair, Professional Development Committee, Sept. 2016-present; NASW Liaison, Strategic Alliances Committee, Nov. 2017-present; member, NORDP Training Working Group, Nov. 2018-present)
- American Association for the Advancement of Science, 1997-2002

VOLUNTEER LEADERSHIP SERVICE:

- Member, Tartan Athletic Club Board of Advisers, Athletic Department, Carnegie Mellon University (10/16-pres.)
- Member, Advisory Board, Duke Center for Childhood Obesity Research (3/18-pres.)

EDUCATION:

- | | | |
|---|---|------|
| Washington University in St. Louis, MO | nuclear chemistry, Ph.D. | 1998 |
| | nuclear chemistry, M.A. | 1995 |
| Carnegie Mellon University, Pittsburgh, PA | chemistry, B.S. with honors | 1993 |
| State University of New York, Stony Brook, NY | American Chemical Society/Department of Energy Summer School in Nuclear Chemistry | 1991 |

RELEVANT SKILLS AND PROFICIENCIES:

- ❖ Has excellent attention to detail.
- ❖ Takes pride in a job done well and efficiently.
- ❖ Possesses superior organization skills.
- ❖ Enjoys having multiple tasks and responsibilities.
- ❖ Thrives under pressure.
- ❖ Is a team player and leader.

COMPUTER SKILLS:

Extensive use of Windows-based computers; past use of Apple computers. Proficient with MSWord and PowerPoint. Routinely use Medline, Lexis-Nexis and the internet. Basic skills using Excel for data management and graphing. Familiar with basic principles of publication and Web layout and design. Familiar with Zoom and WebEx webconferencing and online meeting platforms.