

**Full-Time Lab Manager/Research Assistant Position  
at Columbia University Social Cognitive & Affective Neuroscience (SCAN) Lab**

The Social Cognitive and Affective Neuroscience ([SCAN](#)) Lab at Columbia University (Lab Director: Kevin Ochsner) invites applications for a full-time lab manager/research assistant. Starting date is flexible but ideally would be June/July 2018.

This position will provide experience in all aspects of the research process, which can serve as a foundation for future graduate studies. Primary responsibilities may include: (1) data acquisition using behavioral and brain imaging techniques for projects with both typically developing and clinical populations; (2) management and analysis of behavioral and MRI datasets; (3) subject recruitment and screening; (4) assistance with manuscript and data preparation; (5) attending and presenting research at national conferences; (6) managing the lab and performing administrative functions (e.g. purchasing, IRB protocols, etc.).

Candidates should have a Bachelor's degree in psychology, neuroscience, computer science, cognitive science, engineering, or a related field. The ability to self-organize, manage one's time, and exhibit proficiency with Word, Excel, Google docs/calendar is necessary, and familiarity with programs such as Eprime, SPSS, R, Matlab, Python, SPM, FSL, and Unix is especially valued but not required and can be learned on the job. In general, strong technical skills are desired, including competence in programming environments, and in particular, experience with behavioral and/or fMRI data acquisition and analysis; coursework or practical application of statistics; experience with IRB documentation; and prior managerial experience, is desired but not required.

The SCAN lab is housed in the [Department of Psychology](#) at Columbia University on Manhattan's Upper West Side, where behavioral studies take place. fMRI data collection will take place in a state of the art imaging facility housed within the newly constructed [Zuckerman Mind-Brain-Behavior Institute](#) (Z-MBBI). Z-MBBI is the cornerstone building of a new Columbia Campus being built approximately 7 blocks north of the main Undergraduate/Graduate campus where the Psychology Department is located.

Interested applicants should write to [ochsnerscanlab@gmail.com](mailto:ochsnerscanlab@gmail.com)