Research Coordinator Position in the *JK Lifespan Development Lab*,
Virginia Tech

Position Summary: Applications are invited for a full-time research coordinator in the *JK Lifespan Development Lab* of Dr. Jungmeen Kim-Spoon, in the Department of Psychology at Virginia Tech ([http://www.psyc.vt.edu/labs/jklifespan/](http://www.psyc.vt.edu/labs/jklifespan/)). Projects in the lab combine methods of developmental psychopathology and decision neuroscience to investigate brain function, emotion and personality processes, decision making and health behaviors. We use a variety of methods including structural and functional magnetic resonance imaging, behavioral tasks, interviews, and questionnaires. This is an excellent opportunity for a personable, motivated, and detail-oriented person.

**Primary data collection responsibilities will include:** recruiting adolescents, young adults, and family members, scheduling visits, and obtaining behavioral assessments and fMRI scanning. **Primary data management responsibilities include:** management and oversight of participant databases, entering data, ensuring data reliability and completeness, and preparing data for analysis. Additional key tasks include assisting with participant tracking and retention, preparation of IRB materials, oversight of data collection, and facilitating paperwork for research compliance. Training for all aspects of the position, including MRI certification, will be provided. Flexible scheduling is required (e.g., evenings and weekends will be required).

**Minimum requirements for the position include:** 1) BA/BS in psychology, neuroscience, or related fields; 2) two years of undergraduate or post-baccalaureate research experience, including participant recruitment and data collection; 3) demonstrated organizational and time management skills, leadership skills, and attention to detail. Experience with data management (especially experience in basic statistical analysis with SPSS) and in the administration of standard psychological assessments, including self-report, structured diagnostic interviews, and behavioral tasks, will be considered strengths.

Consideration of applications will begin immediately and will end when the position is filled. Salary is competitive and will be commensurate with experience and qualifications. Virginia Tech is an Affirmative Action/Equal Opportunity employer and is committed to cultural diversity and compliance with the Americans with Disabilities Act.

Apply at: [www.jobs.vt.edu](http://www.jobs.vt.edu), Posting#: SW0180674.