The University of Washington READi Lab (Research on Early Autism Detection and Intervention), directed by Dr. Wendy Stone, has an outstanding opportunity for a full-time Research Study Assistant

Under the supervision of Dr. Stone, the Research Study Assistant will work on a community-based study to implement and evaluate an innovative healthcare service delivery model called the Screen-Refer-Treat (SRT) model, which is designed to promote earlier access to specialized intervention for toddlers with Autism Spectrum Disorder (ASD). Through this project, community providers (i.e., primary care physicians and early intervention providers) receive training on ASD screening and ASD-specialized intervention, and parent reports of their well-being, experiences with the healthcare system, and their toddler’s behaviors will be gathered before and after the trainings are provided. The Research Study Assistant will work in a team environment that includes Dr. Stone, a research scientist, a lab coordinator, graduate students, other research study assistants, and undergraduate research study assistants. Interested applicants must apply at https://bit.ly/2R76HiP. Applicants are also welcome to email readijob@uw.edu with inquiries as well (please reference job #158662).

Lead Responsibilities:

- Prepare recruitment materials and conduct recruitment activities
- Review Spanish translations of study documents for grammatical correctness and cultural appropriateness
- Conduct phone screenings with parents in English or Spanish (as needed) to determine study eligibility
- Conduct informed consent process with parents in English or Spanish (as needed)
- Assist with community outreach and engagement to promote study
- Monitor and execute scheduled survey data collection for community providers and families
- Schedule, coordinate, record, and distribute minutes for internal meetings with UW research collaborators
- Prepare materials for meetings and workshops
- Assist with development and maintenance of REDCap databases
- Complete data entry and provide summary reports and regular updates
- Provide technical assistance to community providers regarding their use of a web-based screening tool and telemedicine equipment.
- Assist with preparation and revision of study materials for the Institutional Review Board
- Oversee training of undergraduate assistants and volunteers on study protocols
- Assist with the development and design of materials for outreach activities
Requirements:

- Two years of college-level course work in a relevant academic area AND one year of appropriate experience in a behavioral lab OR equivalent education/experience
- Fluency in Spanish
- Excellent verbal, written, and interpersonal communication skills
- Excellent organizational skills and ability to manage multiple priorities and timelines
- Ability to work with colleagues in a way that enhances collaboration and team building

Desired:

- Bachelor’s degree in psychology or a related academic area
- Proficiency in Microsoft Office Suite, particularly Word, Excel, PowerPoint, Publisher, and Outlook
- Experience managing/editing websites
- Experience working with service providers in community settings
- Experience working with young children with autism and their families
- Experience with telemedicine
- Proficiency in SPSS