

Home Base Program
Education Research Coordinator Position (Full-Time)

The Home Base Program for Veterans and their Families at the Massachusetts General Hospital is accepting applications for an Education Research Coordinator position. The Home Base Program is a partnership between the Red Sox Foundation and the Massachusetts General Hospital. We are dedicated to improving the lives of veterans who deployed in support of the conflicts in Iraq and Afghanistan and live with deployment- or combat-related stress and/or traumatic brain injury. For more information about our program, please visit our website at www.homebaseprogram.org

The **Education Research Coordinator** will be responsible for managing research and outcomes assessments related to the Home Base Training Institute education, implementation, and dissemination initiatives to improve the care of veterans and military families impacted by deployment stress, Traumatic Brain Injury, PTSD, and related conditions. In collaboration with the education and communications team, veteran and family outreach teams, and clinical leaders, the individual will help to coordinate clinical and community educational and outreach activities designed to build awareness of the Home Base Program and the needs of returning Iraq and Afghanistan veterans and their families. Responsibilities include:

- Project initiation and maintenance, including outcomes data, binders, and study databases
- Assisting with the coordination of educational and outreach presentations, including developing presentations, preparing talking points, managing logistics, AV, and other technical needs
- Monitoring new research and data and incorporating into presentations
- Assisting in the development and execution of reportable outcome measures to manage impact of outreach and educational events and trainings
- With supervision, managing the community education database including entering contacts and event tracking for reporting purposes.
- Preparation and modification of ethics committee proposals
- Data entry and analysis
- Assistance with writing of results for reporting, presentations, and manuscripts
- Assistance with associated education and dissemination activities
- Acting as an administrative project resource for staff and for education outcomes team

Qualified applicants must have achieved a B.A or B.S. in Psychology, Public Health, or a related field and should have prior research experience. The position is available immediately. This position offers valuable education and research experience in preparation for applying to graduate school in public health, clinical psychology, or medical school.

To apply, please send your cover letter, CV (with GPA), and a copy of your transcript to **Rebecca Zakarian** at rzakarian@partners.org.