

**CLINICAL RESEARCH COORDINATOR II IN DIVISION OF  
NEUROTHERAPEUTICS AT HARVARD MEDICAL SCHOOL/ MASSACHUSETTS  
GENERAL HOSPITAL**

**Responsibilities:** Full-time *Clinical Research Coordinator II (CRC II)* needed in the Division of Neurotherapeutics, a multidisciplinary group conducting a variety of studies of Deep Brain Stimulation, Vagal Nerve Stimulation, and other device-based interventions for severe psychiatric illness. Additionally, this group manages multiple neuroimaging studies.

The CRC II works closely with Investigators, study staff and the Institutional review Board (IRB) to implement and oversee studies and submit appropriate regulatory forms. The CRC II conducts clinical and neuropsychological assessments, and works closely with study subjects by coordinating and administering, scoring, and evaluating study questionnaires/interviews.

In addition, the CRC II analyzes and evaluates study data as well as documents, compiles and maintains clinical research data, patient files, regulatory binders and study databases. The CRC II also performs neuroimaging and behavioral data analysis and QA/QC data checks. Moreover, the CRC II also helps produce reports, scholarly clinical research abstracts, posters, and manuscripts for publication and can expect to be credited as an author on many of these.

The position requires high level technical and analytical skills, the ability to manage data software systems, strong research and writing skills, and the ability to work independently.

**Qualifications:** Bachelor's degree *with at least 1 year of related research experience not for course credit* required. Candidates with majors other than biology but a strong interest in clinical problems and neuroscience are welcomed. Strong interpersonal skills a must, and experience with clinical populations is preferred. Candidates must be organized with attention to detail, able to work independently, possess good writing and editing skills, and solid PC or Mac computer skills. Competitive candidates will also have previous neuroimaging experience as well as basic computer programming skills. Proficiency in FreeSurfer, SPM, or similar programs is a plus.

Please send a copy of your relevant CV and cover letter to Rachel Franklin at [rachel.franklin@mgh.harvard.edu](mailto:rachel.franklin@mgh.harvard.edu)